



Highworth Town Council

Council Offices
3 Gilberts Lane
Highworth
Swindon
Wiltshire
SN6 7FB

Town Clerk: Mrs D Rose
01793 762377

admin@highworthtowncouncil.gov.uk
www.highworthtowncouncil.gov.uk

4 May 2022

TO: ALL MEMBERS OF HIGHWORTH TOWN COUNCIL

The Annual Council of Highworth Town Council which Members are hereby request to attend will be held on **TUESDAY 10 MAY 2022** at 7:00pm, at The Council Chamber, Gilberts Lane, Highworth SN6 7FB

Yours faithfully

TOWN CLERK

AGENDA

1. **Election of Mayor / Chairman**
To Elect the Mayor / Chairman for the forthcoming year
2. **Apologies**
To receive any Apologies
3. **Election of Deputy Mayor / Deputy Chairman**
To Elect the Deputy Mayor / Deputy Chairman for the forthcoming year
4. **Minutes of the Meeting**
To confirm as a true record the Minutes of the Meeting held on Tuesday 4 May 2021 and to discuss any Matters Arising
5. **BEST – ‘Be a Better You’**
To receive a Presentation and discuss the Proposal for Youth Services in the Town
6. **Committees, Sub-Committees & Working Parties**
To appoint Members to the following Committees and Elect the Chairman and Deputy Chairman to each Committee from those appointed:
 - a. Planning
 - b. Environment & Leisure
 - c. Finance & General Purpose
 - d. Neighbourhood Plan
 - e. Environmental Sustainability
7. **Representatives**
To appoint Members as representatives to the following organisations:
 - a. Highworth Twinning Association
 - b. Highworth Community Partnership Group
 - c. Highworth Action for Fair Trade
 - d. Visit Highworth Limited



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson

8. Committee Terms of Reference

To re-adopt the Terms of Reference for the following Committees:

- a. Planning
- b. Environment & Leisure
- c. Finance & General Purpose
- d. Neighbourhood Plan
- e. Environmental Sustainability

9. Policies

To re-adopt the following Policies:

- a. Model Standing Orders
- b. Model Code of Conduct
- c. Chairmanship
- d. Financial Standing Orders



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