



Margate Charter Trustees

Date: 7th May 2019

Dear Member,

YOU ARE HEREBY SUMMONED to attend THE MAYOR'S REQUEST on **WEDNESDAY 15TH MAY 2019** at **6.00p.m** followed by a Meeting of the CHARTER TRUSTEES OF THE TOWN OF MARGATE at **7.00p.m.** for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable in connection with matters set out in the Agenda below.

Ingrid Spencer

Clerk to the Charter Trustees

A G E N D A

1. Apologies
2. Minutes, to confirm the Minutes of the Meeting held 28th January 2019 (approved by the Executive) and the Minutes of the Executive Committee meeting held 25th April 2019
3. Matters arising from the Minutes
4. To Approve the new Standing Orders (for ratification at the AGM)
5. To Approve the Risk Assessments for the year 2019-2020
6. To Approve the Annual Governance Statement for the year 2018-2019
7. To Approve the Accounting Statements for the year 2018-2019
8. Mayor's Report
9. Office and Finance Report:
 - i. Budget for Financial Year 2019-2020
 - ii. Cash Book for April 2019

10. Appointments to Committees, Cheque Signatories and Calendar of Meetings etc:
For Ratification at the AGM:

1. **Cheque Signatories** (Mayor, Deputy Mayor plus 2)
2. **Committees/Working Parties/Outside Bodies**

- i. **Association of Charter Towns;** TM with DTM in absence
- ii. **Executive Committee;** TM, DTM plus 2
- iii. **HR** (not TM or DTM) 3-5 members
- iv. **Finance:** 3 members
- v. **Dr Peetes** Mayor ex-officio plus 1
- vi. **Alan Squirrel Trust** 1 member
- vii. **Margate Town Team** Town Mayor
- viii. **Friends of Margate Cemetery** Town Mayor

Calendar of Meetings: (all meetings take place at 7.00p.m. in the Committee Room, Media Centre)
Monday 24th June
Monday 16th September
Monday 9th December
Monday 20th January 2020 (Budget Meeting)
Monday 20th April 2020

11. Any Other Business: Please notify the office of any AOB prior to the meeting