

Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

Town Clerk:
Mrs. P. E. O'Hagan



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Dear Councillor

You are hereby summoned to attend the ANNUAL MEETING of **WEM TOWN COUNCIL**, which will be held in the **Council Meeting Room in Wem Library, 3 High Street, Wem** on **14th May 2026 at 7 p.m.**

A handwritten signature in black ink that reads 'P. O'Hagan' followed by a horizontal line.

P O'Hagan
Town Clerk
7.5.26

AGENDA

- 1 To appoint a Town Mayor for the year 2026/2027 and to receive their declaration of acceptance of office.**
The current Mayor presides for this item and then steps down from the Chair if an alternative Mayor is elected. The Mayor will invite nominations for the position. The Mayor may give an original vote on any matter put to the vote, and in the case of an equality of votes may exercise his casting vote whether or not he gave an original vote.
- 2 To appoint a Deputy Mayor**
- 3 To note apologies for absence received.**
- 4 Disclosure of Pecuniary Interests.**
 - a) To receive any disclosure of pecuniary interest - Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.
 - b) To consider any applications for Dispensations under s33 of the Localism Act 2011.
 - c) Register of interests - To note the need to ensure that registers of interest forms are kept up to date.
- 5 Public Participation** - a period of 15 minutes will be set aside for residents of Wem Town to speak.
- 6 Past Mayor's Report** - To receive a report from Cllr Parry.
- 7 Council Committees**

- a) To review terms of reference and delegated powers of Council Committees, Panels and Liaison Groups.
- b) To appoint Councillors onto the following committees, liaison groups, working parties and panels
 - i) Finance and Corporate Governance Committee (all)
 - ii) Staffing Committee (7)
 - iii) Wem Swimming and Lifestyle Centre Liaison Group (6)
 - iv) Events Liaison Group (6)
 - v) Complaint Panel (3)
 - vi) Service support Working Party (est. Jan 26)
 - vii) Pharmacy Working Party (est. March 26)
 - viii) Community Consultation Working Party

8 Appointment of Representatives – to appoint representatives to the following outside bodies;

- a) Wem Swimming and Lifestyle Centre (1)
- b) Wem Youth Centre (1)
- c) Parish Emergency Advisor (1)
- d) Wem Scouts HQ Committee (1)
- e) Friends of Whitchurch Rd Cemetery (2)
- f) SALC North Shropshire Area Committee (2)
- g) Wem Sports and Social Association - to appoint 1 trustee onto WSSA
- h) Wem Area Climate Action (1)
- i) Patient Participation Group (2)
- j) Cyber oversight and data security (1)
- k) Wem Business network (4)
- l) Others

9 Review of Council Regulations and Procedures as per Standing Orders – to undertake review of the following policies.

- a) Standing Orders.
- b) Complaints Procedure.
- c) Freedom of Information Publication Scheme.
- d) Data Retention.
- e) Data Protection and subject access policy.
- f) Press Policy.
- g) Employee Policies – to agree to defer to a future meeting of the Staffing Committee.
- h) Scheme of delegation - to review.
- i) Asset Register – to review.

10 Financial Procedures

- a) Internal controls- to discuss.
- b) Payments – to approve the use of BACS payments and variable direct debits (as per Financial Regulations).
- c) Financial Regulations – to agree to defer to a future meeting to allow the Finance Committee to consider amended regulations in line with any Internal Audit recommendations at its June meeting.
- d) General Power of Competence – to review expenditure.

11 Dates of future meetings – To approve Town Council ordinary meeting dates for 2026-27.

12 Council Minutes - to approve as a correct record the minutes of the meeting of the Town Council held on 30.4.26.