



Morecambe Town Council

Morecambe Town Hall,
Marine Road
Morecambe
Lancashire
LA4 5AF

www.morecambe.gov.uk
clerk@morecambe.gov.uk

Proper Officer: Mr Luke Trevaskis

24 June 2022

To: **Members of Morecambe Town Council**

Dear Councillor,

Dated this twenty-fourth day of June 2022, you are hereby summoned to attend the Annual Meeting of Morecambe Town Council to be held at 19:00 on the thirtieth day of June 2022.

The meeting will be held in Morecambe Town Hall, Marine Road East, Morecambe, LA4 5AF to transact business on the agenda.

Note to Councillors:

If you are unable to attend the meeting, please notify the Proper Officer of your apologies.

Note to Public:

Electors of the town wishing to address the Council are advised to notify the Proper Officer before 10am on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. Public participation session at a meeting shall not require response or debate and shall solely consist of matters relating to items on the agenda. If the representation made is considered outside the remit of Morecambe Town Council, electors will be referred to the principal authority or other appropriate body.

Your sincerely,

A handwritten signature in black ink that reads 'Luke Trevaskis'.

Mr Luke Trevaskis
Proper Officer

Agenda

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to note declarations of members' interests.
3. **Public Participation** - to receive representations from electors that have requested to speak by 10am regarding a matter on the agenda.

Note: any electors addressing the Council must not exceed a three minute time limit.

4. **Finance** -

- i) to receive end of year accounts, bank reconciliation, and approve the Annual Governance and Accountability Return 2021-2022, agreeing that this be duly signed by the Chairman and Chief Officer (noting the signature may be redacted when the documents are published on the website to comply with the GDPR).
- ii) To approve the date for the Notice of Elector's Rights.