

# Public Document Pack

Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

Telephone: (01304) 821199  
Fax: (01304) 872300  
DX: 6312  
Minicom: (01304) 820115  
Website: [www.dover.gov.uk](http://www.dover.gov.uk)  
e-mail: [ce@dover.gov.uk](mailto:ce@dover.gov.uk)

1 May 2002

To the Members of the Council

You are hereby summoned to attend the **ANNUAL MEETING** of the **COUNCIL** to be held at these Offices on Wednesday, 8 May 2002 at 6.00 pm for the transaction of the business set out in the agenda.



Managing Director

## AGENDA

1. To elect a Chairman for the ensuing year.
2. To elect a Vice-Chairman for the ensuing year.
3. To receive any declarations of personal or prejudicial interests under the Members Code of Conduct.
4. To confirm the Minutes of Proceedings of the meeting of the Council held on 30 April 2002.
5. To receive any announcements or communications from the Chairman and/or Head of Paid Service.
6. To remind Members of the Council of the provisions of the Code of Conduct for Authorities Operating Executive Arrangements (circulated as part of the agenda for the Special meeting of Council on 30 April 2002).
7. To adopt the Constitution of the Council. Members are requested to bring to the meeting their copies of the Draft Constitution which was circulated prior to the previous meeting of the Council together with the Draft Constitution Update.
8. To elect the Leader to hold office until the next annual meeting.
9. To agree the number of Members to be appointed to the Cabinet and to appoint Members of the Cabinet to hold office until the next annual meeting.

10. To determine the allocation of seats to political groups in accordance with Section 15 of the Local Government and Housing Act 1989.
11. To appoint such Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions and to appoint the Chairman and Vice-Chairman of those Committees as appropriate.
12. To adopt such parts of the Scheme of Delegations as required by the Constitution to be adopted by the Council.
13. To approve a programme of ordinary meetings of the Council for the ensuing year.
14. To appoint representatives to outside bodies where it is the function of the Council to do so.
15. To consider any other items of business deemed to be urgent by the Chairman of the Council in accordance with the provisions of the Local Government (Access to Information) Act 1985.