



Matlock

TOWN COUNCIL

Mayor 2025-2026 – Councillor Marilyn Franks

Town Clerk – Simon Hosmer

Imperial Rooms
Imperial Road
Matlock
Derbyshire DE4 3NL

Telephone 01629 583042
Email townclerk@matlock.gov.uk

Dear Councillor

You are summoned to attend the Annual Meeting of Matlock Town Council which is to be held on Monday 18 May 2026 at 6.00pm in the Imperial Rooms, Matlock.

Yours sincerely

Town Clerk
22 April 2026

AGENDA

1 ELECTION OF THE CHAIR (MAYOR) for 2026-2027

The elected Mayor will then make the statutory declaration of acceptance of office and address the Council outlining their plans for the coming year

2 APOLOGIES FOR ABSENCE

Members are requested to submit a reason for absence with their apologies, by email, to the Clerk by 12noon on the day of the meeting.

3 VARIATION OF ORDER OF BUSINESS AND DECLARATION OF MEMBERS INTERESTS

Council members to consider whether they wish to:

- a) Vary the order of business to be discussed
- b) Individually declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

4 REQUEST FOR DISPENSATION

To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest. Councillors are requested to email the Clerk by 12noon on the day of the meeting should they require dispensation to be granted.

5 PUBLIC PARTICIPATION - MEMBERS OF THE PUBLIC, POLICE, COUNTY COUNCIL OR DISTRICT COUNCIL REPRESENTATIVES

A period of not more than 15 minutes has been set aside for members of the public, Police, County Council or district Council representatives to raise any relevant matter concerning the Council.

Questions submitted by members of the public will be answered following consideration by Council.

6 MINUTES

To approve the minutes of the Annual Meeting of Matlock Town Council held on **Monday 19 May 2025**.

7 ELECTION OF THE DEPUTY CHAIR (DEPUTY MAYOR) FOR 2026-2027

The Deputy Mayor will make their declaration of acceptance of office

8 REVIEW OF THE CURRENT COMMITTEE / WORKING PARTY STRUCTURE

Consideration to be given to any amendments required.

9 APPOINTMENT OF MEMBERS TO SERVE ON THE COMMITTEES AND/OR WORKING PARTIES

10 CONFIRMATION OF THE CHAIRPERSON FOR EACH COMMITTEE / WORKING PARTY

- a) Standing Order 4vi, the Council to appoint a Chairman of the Committee or Working Party or;
- b) Standing Order 4vii, the Committee or Working Party to appoint their own Chair at their first meeting

11 LEAD MEMBERS OF THE COUNCIL

To consider whether to continue to appoint a Council Leader and Lead Members and their Deputies to oversee specific areas of work.

12 LEAD MEMBERS OF THE COUNCIL – Appointments

To appoint members to the positions identified in the above item

13 OUTSIDE BODIES

To consider the appointment of representatives to outside bodies

14 SCHEME OF DELEGATION & TERMS OF REFERENCE

Review and approve with any required changes the new 2026 draft of the Scheme of Delegation and to the Terms of Reference for each Committee.

15 CODE OF CONDUCT

To review and approve with any required changes the new 2026 draft of the Councillors Code of Conduct.

16 FINANCE: SIGNATORIES

2 signatories are required to authorise payments. The Clerk & Responsible Financial Officer are signatories for administration purposes.

17 FINANCE: FINANCIAL REGULATIONS 2026

To review the new Financial regulations

18 STANDING ORDERS 2026

To review the standing orders

- 19 REPORT FROM THE LEADER OF THE COUNCIL 2025-2026**
To receive a report from the Leader of the Council
- 20 REPORT FROM OUTSIDE BODIES**
To receive reports from any representatives of outside bodies present at the meeting.
- 21 REGISTER OF DISCLOSABLE PECUNIARY INTERESTS**
Council members should review the information contained in their Register of Interests regularly and inform the Clerk within 28 days of their being an amendment.
- 22 INSPECTION OF DEEDS AND TRUSTS IN THE CUSTODY OF THE COUNCIL**
Council members to consider whether they wish to view the copy deeds and agreements that are held in the office of the Town Council. Arrangements to be made with the Clerk for inspection. Matlock Town Council has no Trusts.

GENERAL BUSINESS:

- 23 APPROVED SUPPLIERS**
To approve the list of approved suppliers to be used in the first instance for quotations and work for the Council
- 24 DAVID BARKER BEQUEST CHARITY**
To review and approve the report
- 25 GROUNDWORKS SLA 2026-2029**
To review and approve the report
- 26 ITEMS OF INFORMATION**
Police newsletter – April 2026