

# Horwich Town Council



Town Council Office  
 Horwich Community Centre  
 Beaumont Road  
 Horwich  
 Bolton  
 BL6 7BG

Tel: 01204 691090  
 Email: [townclerk@horwich.gov.uk](mailto:townclerk@horwich.gov.uk)  
[www.horwich.gov.uk](http://www.horwich.gov.uk)

5 November 2024

## NOTICE

You are summoned to a meeting of the Town Council to be held in the Council Chamber, Public Hall, Lee Lane, Horwich on Monday 11 November 2024 commencing at 7.15pm.

## AGENDA

1. Chair to outline fire safety evacuation procedure.
2. To receive apologies for absence and note the reasons.
3. To remind Members to make a declaration concerning any matters to be discussed during the meeting of which they have an interest.
4. Public Participation: Members of the public present may put questions or make observations regarding matters in relation to which the Town Council has powers or duties or which affect the Parish. Maximum period 15 minutes.
5. To approve the minutes of the meeting of the Town Council held on 24 October 2024.
6. To approve the statement of quarterly accounts for the period to 30 September 2024
7. To receive the quarterly report from internal audit to the period to 30 September 2024.
8. Accounts or payment – schedule attached.
9. To review and receive the Council's Annual Risk Assessment and Annual Health and Safety Policy for 2024 – 2025
10. To review and receive the Council's Annual Review of Internal Audit for 2024 – 2025.
11. To consider a request for Horwich Town Council to submit a nomination for Horwich Library as an Asset of Community Value.

12. To approve proposed terms of reference for the Council's Events Committee.
13. To appoint Members to serve on the Council's Events Committee.
14. Town Clerk's Report – (emailed to all Members) for information only:
  - a. Bolton Council: LGA Corporate Peer Challenge Feedback Report
  - b. Gov.uk: Open consultation – Enabling remote attendance and proxy voting at local authority meetings
15. Reports from representatives – for information only:
  - a. Town Mayor of Horwich
  - b. Horwich Ward Councillors
  - c. Representatives on Outside Bodies as per the approved list.
16. To confirm the date of the next meeting of the Town Council as 21 November 2024.

C. Morris, Deputy Town Clerk

