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May 26th, 2020

**Notice Of Meeting**

You are requested to attend a

Mid and East Antrim Annual General Meeting

to be held on **Monday, 1st June 2020 at 4:00 pm** in **Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and Remote Access.**

Yours sincerely



Anne Donaghy,  
Chief Executive, Mid and East Antrim Borough Council.

# Agenda

## 1 NOTICE OF MEETING

## 2 APOLOGIES

## 3 DECLARATIONS OF INTEREST

Members and Officers were invited to declare any pecuniary and non-pecuniary interests, including gifts and hospitality, they may have in respect of items on this Agenda.

## 4 OUTGOING MAYOR'S REMARKS

## 5 OUTGOING DEPUTY MAYOR'S REMARKS

## 6 NOMINATIONS TO POSITIONS OF RESPONSIBILITY

### 6.1 Appointment of Mayor and Deputy Mayor

As agreed at the AGM held on 20 May 2019, the office of Mayor for the year 2020/21 will be held by a DUP Member. Cllr G McKeen, DUP Nominating Officer, will be requested to present the nominee.

As agreed at the AGM held on 20 May 2019, the office of Deputy Mayor for the year 2020/21 will be held by a UUP Member. Cllr K Turner, UUP Nominating Officer, will be requested to present the nominee.

Mayoral chains will be organised by the Chief Executive.

A schedule of Positions of Responsibility, including those for Year 2 is attached.

 *Schedule of Positions of Responsibility 2019 -2023.pdf*

*Not included*

### 6.2 Appointment of Committee Chairs and Vice Chairs

As agreed at the AGM held on 20 May 2019, each nominating officer will be requested to nominate as follows:

Policy & Resources Committee Chair UUP

Borough Growth Committee Chair TUV

Direct Services Committee Chair UUP

Planning Committee Chair DUP

Audit & Scrutiny Committee Chair DUP

Policy & Resources Committee Vice Chair Ind (Q)

Borough Growth Committee Vice Chair DUP

Direct Services Committee Vice Chair AP

Planning Committee Vice Chair AP

Audit and Scrutiny Committee Vice Chair DUP

### **6.3 Other Positions of Responsibility**

As agreed at the AGM held on 20 May 2019 Appointments to Other Positions of Responsibility were made on a four year term as follows:

Partnership Panel Ald B Ashe

NI Housing Council Ald T Nicholl

RFCA 1 Cllr B Collins

RFCA 2 Ald J Carson

RFCA 3 Cllr K Turner

PCSP 1 Cllr G McKeen

PCSP 2 Ald J Carson

PCSP 3 Cllr A Wilson

PCSP 4 Cllr L Gray

PCSP 5 Cllr T Gaston

PCSP 6 Cllr T Gordon

PCSP 7 Cllr Miss C Johnston

PCSP 8 Cllr J McDermott

PCSP 9 Cllr D Donnelly

PCSP 10 Cllr M Collins

Arc21 - A Cllr Mrs M Burnside

Arc21 - B Cllr I Friary

Arc21 - C Ald R Cherry (replaced Cllr M Armstrong 03.02.20)

(PCSP places allocated via D'Hondt)

## **7 APPOINTMENT TO COMMITTEE PLACES - Schedule and Current Committee Membership circulated**

Each Nominating Officer will be asked to nominate as per the attached schedule.

A list of the 2019/20 Committee Membership is attached for information.

 *Nomination of Members to Committee Places.pdf* *Not included*

 *Committee Membership List 03.09.19.pdf* *Not included*

## **8 MID AND EAST ANTRIM WORKING GROUPS - Schedule circulated**

 *MEA Working Groups.pdf* *Not included*

## **9 APPOINTMENT OF REPRESENTATIVES TO VARIOUS OUTSIDE BOARDS/COMMITTEES/PARTNERSHIPS/GROUPS**

A schedule appointments for the Council term 2019-2023 is attached.

 *Schedule of Appointments of Reps to Various Outside Bodies.pdf* *Not included*

## **10 COUNCIL CONSTITUTION - Report and Constitution**

This is a live document which is regularly reviewed and updated. The full Constitution can be accessed at:


<http://www.midandeantrim.gov.uk/council/constitution>

 *Council Constitution Report.pdf* *Not included*

 *Council Constitution - with changes.pdf* *Not included*

## **11 STANDING ORDERS - Report and Standing Orders**

 *Standing Orders Report.docx.pdf* *Not included*

 *Standing Orders June 2020.pdf* *Not included*

 *Protocol for the Operation of the Planning Committee -amended May 2020.pdf* *Not included*

## **12 SCHEME OF DELEGATION - Report and Scheme of Delegation**

📄 *Annual review of the Mid and East Antrim Council Scheme of Delegation report.pdf* *Not included*

📄 *Appendix 1 - Scheme of Delegation.pdf* *Not included*

### **13 CONFIRMATION OF COUNCILLORS ACTING UNDER THE CODE OF CONDUCT FOR COUNCILLORS - Report and Code**

📄 *NI Local Govt Code of Conduct for Councillors.pdf* *Not included*

📄 *Appendix 1 - Code-of-Conduct.pdf* *Not included*

### **14 DECLARATIONS OF INTEREST REGISTER 2020/2021- Verbal Report**

### **15 GUIDANCE FOR CHAIRS AND VICE-CHAIRS – Report circulated**

📄 *Guidance for Chairs and Vice Chairs Report.pdf* *Not included*

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***Closed Council - In accordance with Council policy, members of the press will not be in attendance for this section of the Meeting.***

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### **16 ADMINISTRATIVE MATTERS**

#### **16.1 Covid-19: Operation of Council and Committee Meetings - Verbal report**

#### **16.2 Development Brief for the Ramp Lorry Park, Circular Road, Larne - Report circulated**

📄 *ramp lorry car park June 2020.pdf* *Not included*

#### **16.3 Sealing**

(i) Mid and East Antrim Borough Council - and - E Quinn Civils Ltd, Deed of Contract re Construction of a Public Park at Cardonaghy Road, Ahoghill