

## **I. MAYORAL MEETING WITH ROTHER DISTRICT COUNCIL LEADERSHIP**

- a) The meeting shall consist of a discussion between the Mayor and Deputy Mayor of the town council, the Leader and Deputy Leader of Rother District Council and the senior officers of both authorities.
- b) The purpose of the meeting is to improve dialogue and communication between the town council and the district council.
- c) The meeting has no decision-making power or function. It is an advisory committee of the town council for discussion and research purposes. It is to be noted that town council members have no power to act on behalf of the council, outside of the corporate body. (Functions can only be delegated to a committee or officer of the council using LGA1972 s101.)
- d) An agenda will be distributed to attendees three clear days prior to the meeting.
- e) Future meeting dates will be circulated to councillors as and when they are confirmed.
- f) Town Councillors will be asked to provide any questions to be included on the agenda. Questions must be sent at least four clear days before the meeting.
- g) The Town Clerk will produce notes of the discussions at each meeting. The notes will be circulated to all councillors with the full council agenda papers.