

MILDENHALL HIGH TOWN COUNCIL

The Pavilion. Recreation Way. Mildenhall. Bury St. Edmunds. Suffolk. IP28 7HG



FULL COUNCIL FUNCTIONS

2024 - 2025

Matters reserved to Full Council

The following matters are reserved to Full Council – where appropriate, on the recommendation of a committee or working group.

- The approval of the Council's annual budget and precept
- The approval of the Council's Statement on Internal Control
- The approval of the Council's annual accounts and annual governance statement
- The approval of the Council's Standing Orders
- The approval of the Council's Financial Regulations
- The approval of the Council's Scheme of Delegation
- The approval of the Council's Banking Arrangements
- The approval of the Council's Code of Conduct
- The approval of the Council's Strategic Plan
- The consideration of the Internal Auditor's interim and final report
- The consideration of the External Auditor's report where the Auditor requires it to be considered at a meeting of the Council
- Appointment and dissolution of Standing Committees
- Appointment and dissolution of Working Groups
- Making, amending or revoking By-laws
- Prosecution or defence in a court of law other than an Employment Tribunal
- Nomination or appointment of representatives of the Council at any Inquiry on matters affecting the parish, excluding those matters specific to a Committee
- The consideration of the Vision, Mission & Core Behavioural Values Statement of the Council
- Any decision to borrow money or apply for permission to borrow
- If appropriate, a consideration and subsequent resolution to make the Council eligible to exercise the General Power of Competence

Mildenhall High Town Council
Scheme of Delegation
Full Council Functions

First adopted at Town Council Meeting – September 2020
Last adopted at Town Council meeting – May 2024
Due to be reviewed at Annual Town Council Meeting – May 2025

- The incurring of expenditure not in the budget or above committee budgetary provision on any individual item or contract
- Any variation or waiver of the Council's procurement policy
- To consider a formal complaint received in accordance with the Council's Complaint Policy
- To consider a Staff Capability, Staff Disciplinary (at the written warning stage or above) or Staff Grievance appeal (Appeals Panel)
- The co-option of a member to fill a casual vacancy
- The appointment of non-councillors to committees
- The appointment of the Town Manager
- The dismissal of the Town Manager
- Identifying, overseeing and evaluating all Council events.
- Reporting on operational and financial concerns regarding Council run events.
- Any other matter which must, by law, be reserved to the Full Council