



**ABINGDON-ON-THAMES  
TOWN COUNCIL**

**Council Summons  
& Agenda for the Annual  
Meeting of the Council  
and Mayor Making**

Wednesday 9<sup>th</sup> May 2018  
At 7pm in St Helen's Church,  
Abingdon-on-Thames.

4<sup>th</sup> May 2018

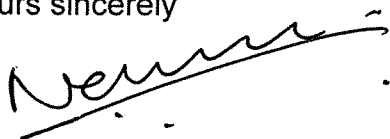
To: All Members of the Council

Dear Member

You are summoned to attend the Annual Meeting of the Council of the Town of Abingdon-on-Thames and Mayor Making to be held in St Helen's Church, Abingdon-on-Thames on Wednesday 9<sup>th</sup> May 2018 at 7.00 pm, for the transaction of the business stated below.

Robing will take place at the Church from 6.30pm. Please aim to be at the Church by 6.45pm at the latest.

Yours sincerely



**Nigel Warner**  
Town Clerk

## **AGENDA**

1 **Prayers.**

The meeting will open with prayers led by Rev. Dr. Charles Miller.

2 **Apologies**

To receive any apologies for absence.

3 **Declarations of Interest**

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Local Code of Conduct.

4 **Mayor's Announcements**

- (a) The Mayor will present her Mayor's Awards for services to the community:

- Emma Beacham, in recognition of her contribution to the life of the town and her outstanding service as a volunteer with the Abingdon More In Common Group;
- Anne Smart, in recognition of her contribution to the life of the town and her outstanding service as a volunteer with Abingdon Carbon Cutters and Abingdon Cuts Plastic Group;
- Shirley Thompson, in recognition of her contribution to the life of the town and her outstanding service as a volunteer with the Abingdon Child Contact Centre.

*(Separate paper with reasons for the nominations will be circulated at the meeting).*

- (b) The Mayor will thank her outgoing Mayor's cadets:
  - OC Lauren Ball (Sea Cadet);
  - L/Cpl Will Smith (Army Cadet).
- (c) Mayor's Charities. The Mayor will present cheques to representatives of her charities:
  - The Abingdon Bridge;
  - Against Breast Cancer.

## 5 **Election of Mayor**

To receive nominations for the position of Mayor for the Civic year 2018/19 and to elect the Mayor.

The Mayor will then:

- (i) Make the Statutory Declaration of Office;
- (ii) Make a short speech and announce their Escort for the year.

## 6 **Election of Deputy Mayor**

To receive nominations for the position of Deputy Mayor for the Civic year 2018/19 and to elect the Deputy Mayor.

The Deputy Mayor will then:

- (i) Make the Statutory Declaration of Office;
- (ii) Make a short speech and announce their Escort for the year.

## 7 **Vote of Thanks to the retiring Mayor**

A vote of thanks will be proposed to the retiring Mayor.

The retiring Mayor will receive a Past Mayor's badge and will respond to the vote of thanks.

8 **Membership of Council Committees, Sub-Committees and other groups**

Report of Town Clerk to follow.

*By law the committees appointed at the previous Annual Meeting on 10<sup>th</sup> May 2017 stand down at the following (this evening's) Annual Meeting, together with the respective Chairmen and Vice-Chairman. Therefore the Council must now appoint committees for 2017/18, and these committees may then appoint any of their sub-committees and working groups which are required to meet ahead of the next scheduled meetings of the respective committees.*

9 **Adjournment of meeting**

The Mayor to move the motion:

"To adjourn the meeting of the Council to permit meetings to take place of the Council's Standing Committees to allow them to appoint their chairmen and vice-chairmen. The meetings will be conducted by the Mayor.

- (a) Planning, Highways and Consultations Committee;
- (b) Amenities and Recreation Committee;
- (c) Community Services Committee;
- (d) County Hall Museum Management Committee;
- (e) Guildhall Committee;
- (f) Finance and General Purposes Committee."

*Note: separate Committee agendas will be circulated for these meetings.*

The Council will then reconvene.

*As with the committees, all committee chairmen and vice-chairmen retire at the Annual Meeting. These positions are ones that the committees must appoint and not the Council. Following the appointment of the committee chairmen at the various committee meetings, the Finance and General Purposes Committee will then be constituted for the year and can then elect a Chairman (also known as Leader of the Council) as well as a Vice-Chairman. With the consent of the committee the Mayor will chair all of these meetings and on this occasion will not be requiring the Committees to stand for their meetings.*

10 **Representation on outside bodies**

Report of Town Clerk to follow.

11 **Calendar of meetings for 2018/19**

To note the calendar of meetings for 2018/19, previously approved by the Town Council (attached).

12 **Announcements by the Mayor**

The Mayor will announce:

- (a) The appointment of Mayor's Cadets for 2018/19.
- (b) The Mayor's Charities for 2018/19.
- (c) That all members of the public are invited to join the Council for a reception in the South Aisle following the ceremony.

13 **Closing Prayers**

Closing prayers will be said by Rev. Dr. Charles Miller.

14 **The National Anthem**

At the conclusion of the meeting the Mayor and members of the Council will proceed to the South Aisle.

Members of the public are requested to allow the Mayor, the Mayoral Party and Members of the Abingdon-on-Thames Town Council to process to the South Aisle before leaving.

## ABINGDON-ON-THAMES TOWN COUNCIL – CALENDAR OF MEETINGS FOR 2018-2019

<b>Planning &amp; Highways</b> <b><i>Mondays</i></b> 7.00pm unless otherwise stated	14 <sup>th</sup> May 4 <sup>th</sup> June 25 <sup>th</sup> June	16 <sup>th</sup> July 6 <sup>th</sup> August 28 <sup>th</sup> August ( <i>Tuesday</i> ) 17 <sup>th</sup> September 1 <sup>st</sup> October	22 <sup>nd</sup> October 12 <sup>th</sup> November 3 <sup>rd</sup> December 17 <sup>th</sup> December 7 <sup>th</sup> January	28 <sup>th</sup> January 2019 18 <sup>th</sup> February 11 <sup>th</sup> March  1 <sup>st</sup> April 23 <sup>rd</sup> April ( <i>Tuesday</i> )	<b><i>FIRST CYCLE OF 2019/20</i></b>  14 <sup>th</sup> May ( <i>Tuesday</i> ) 3 <sup>rd</sup> June 24 <sup>th</sup> June
<b>Amenities and Recreation</b> <b><i>Wednesdays</i></b> 7.00pm unless otherwise stated	23 <sup>rd</sup> May	12 <sup>th</sup> September	28 <sup>th</sup> November	6 <sup>th</sup> February 2019	5 <sup>th</sup> June
<b>County Hall Museum Management</b> <b><i>Thursdays</i></b> 7.00pm unless otherwise stated	24 <sup>th</sup> May	27 <sup>th</sup> September	13 <sup>th</sup> December	28 <sup>th</sup> February 2019	13 <sup>th</sup> June
<b>Guildhall</b> <b><i>Thursdays</i></b> 7.00pm unless otherwise stated	17 <sup>th</sup> May	6 <sup>th</sup> September	6 <sup>th</sup> December	14 <sup>th</sup> February 2019	23 <sup>rd</sup> May
<b>Community Services</b> <b><i>Tuesdays</i></b> 7.00pm unless otherwise stated	15 <sup>th</sup> May	18 <sup>th</sup> September	11 <sup>th</sup> December	26 <sup>th</sup> February 2019	21 <sup>st</sup> May

<b>Finance &amp; General Purposes</b> <i>Tuesdays 7.00pm</i> unless otherwise stated	12 <sup>th</sup> June	2 <sup>nd</sup> October	18 <sup>th</sup> December	15 <sup>th</sup> January 2019 5 <sup>th</sup> March	18 <sup>th</sup> June
<b>Town Council</b> <i>Wednesdays 7.00pm</i> unless otherwise stated	27 <sup>th</sup> June	17 <sup>th</sup> October	23 <sup>rd</sup> January 2019	20 <sup>th</sup> March	13 <sup>th</sup> May (Monday): <i>Annual Meeting and Mayor Making</i>  26 <sup>th</sup> June
<b>Traffic Advisory Committee Meetings:</b> - Wednesday 20 <sup>th</sup> June 2018 - Wednesday 7 <sup>th</sup> November 2018 - Wednesday 6 <sup>th</sup> March 2019.  <b>Annual Parish Meeting – Tuesday 12<sup>th</sup> March 2019 at 7.00pm</b>					

Date: 20<sup>th</sup> April 2018  
 Approved at Council: 25<sup>th</sup> April 2018

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