



**ABINGDON-ON-THAMES
TOWN COUNCIL**

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

Wednesday 10th May 2017
At 7pm in St Helen's Church,
Abingdon-on-Thames.

4th May 2017

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 10th May 2017 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.

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.
- (b) The Mayor will thank her outgoing Mayor's cadets.
- (c) Mayor's Charities. The Mayor will present cheques to representatives from her charities, Oxfordshire Mind and Little Troopers.

5 **Election of Mayor**

To elect the Mayor for the Civic year 2017/18.

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 elect the Deputy Mayor for the Civic year 2017/18.

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.

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.

10 **Representation on outside bodies**

Report of Town Clerk to follow.

11 **Announcements by the Mayor**

The Mayor will announce:

- (a) The appointment of Mayor's Cadets for 2017/18.
- (b) The Mayor's Charities for 2017/18.
- (c) The appointment of the Mayor's Chaplain for 2017/18.
- (d) That all members of the public are invited to join the Council for a reception in the South Aisle following the ceremony.

12 **Closing Prayers**

Closing prayers will be said.

13 **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.