

WOKINGHAM TOWN COUNCIL



Mr K J Abnett
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1st May 2009

Dear Sir/Madam

You are hereby summoned to attend the **THIRTY-SIXTH ANNUAL MEETING** of the **WOKINGHAM TOWN COUNCIL** to be held in the **MAIN HALL, TOWN HALL, WOKINGHAM** on **Tuesday 12th May 2009** at **12:00 noon** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours faithfully

K J Abnett
Town Clerk

AGENDA

Procedure

The retiring Mayor and Deputy Mayor remain in office until a new Mayor is elected. (Local Government Act 1972, Section 15(4) & (7). The retiring Mayor or, in their absence, the retiring Deputy Mayor, must take the Chair at the commencement of the proceedings. (Local Government Act 1972, Schedule 12, Part II, Paragraph 11 (1 & 2) refers).

- 1. PRAYERS**
- 2. APOLOGIES FOR ABSENCE**

3. MAYOR'S COMMUNICATION

The retiring Town Mayor will address the meeting.

4. ELECTION OF TOWN MAYOR

The retiring Town Mayor will invite nominations for the office of Town Mayor for the ensuing year.

- (a) The Town Mayor will put the motion(s) and Council will vote.
- (b) The Town Clerk will declare the Councillor duly elected.
- (c) This session of the meeting will adjourn briefly to allow the Town Mayor and mayoral party to retire to the Council Chamber.
(During the adjournment the children from a Wokingham school will sing the "Wokingham Song").
- (d) The newly elected Town Mayor will enter and take the Chair.

5. DECLARATION OF ACCEPTANCE OF OFFICE

- (a) The Declaration of Acceptance of Office will be made by the Town Mayor and witnessed by two Councillors.
- (b) The Town Mayor will be invited to take up the Mace.

6. ADDRESS BY TOWN MAYOR

The meeting will be addressed by the new Town Mayor.

7. ESCORT

The Town Mayor will introduce her Escort and present him with the Badge of Office.

8. THE MAYOR'S CHAPLAIN

The Town Mayor will appoint her Chaplain.

9. NOMINATIONS FOR THE OFFICE OF DEPUTY MAYOR

Nominations will be invited for the office of Deputy Mayor for the ensuing year.

- (a) The Town Mayor will put the motion(s) on which the Council will vote.
- (b) The Town Mayor will declare the Councillor duly elected.
- (c) The Deputy Town Mayor will retire to the Council Chamber to robe.
(During the adjournment the children from a Wokingham school will sing a further song).
- (d) The Town Mayor will present the Deputy Town Mayor with the Badge of Office.

10. THE DEPUTY MAYOR

- (a) The Deputy Town Mayor's Escort will be introduced.
- (b) The Town Mayor will present the Deputy Mayor's Escort with the Badge of Office.

11. APPOINTMENT OF TOWN OFFICERS

Once again it should be noted for record purposes that Lady Elizabeth Godsall was granted life tenure of the Office of High Steward of Wokingham at the Council meeting held on 17 March 1992.

It will be proposed and seconded that the following continue in their appointments:

- (a) Mr P Parsons as Macebearer and Mayor's Attendant;
- (b) Mr N Hopkins as Town Crier;
- (c) Mr D Ashley-Down as Honorary Constable;
- (d) Mr S Harris as the Honorary Constable;
- (e) Mr M Chapman as the Honorary Parade Marshall;
- (f) Mr B Burton as the Honorary Meteorologist;
- (g) Mr D Bate as the Honorary Translator.

12. ADJOURNMENT

It will be proposed and seconded that the remaining business of this meeting be adjourned to 7.30pm this evening.

13. REFRESHMENTS

The Mayor & Escort invite you to join them for refreshments at the conclusion of the meeting