

Chesham Town Council

Bill Richards
Town Clerk



Tel: 01494 774842

Fax: 01494 582908

www.chesham.gov.uk

Email: admin@chesham.gov.uk

Our ref: A.8
8 May 2007

To: **ALL MEMBERS OF THE COUNCIL**

You are **summoned** to attend the **ANNUAL MEETING OF THE CHESHAM TOWN COUNCIL**
TO BE HELD IN THE COUNCIL CHAMBER, THE TOWN HALL, CHESHAM, ON

MONDAY 14 MAY 2007 AT 7.30 PM (SEVEN THIRTY PM)

Town Clerk

A G E N D A

1. **Election of Town Mayor for the ensuing year:**

- (a) The retiring Town Mayor calls for nominations.
Councillor _____ will move and Councillor _____ will second
that Councillor _____ be elected Town Mayor of the Council of the Town of
Chesham for the ensuing local government year.

Any other nominations will similarly be moved and seconded. Here may be made any other speeches in support of the election.

- (b) The election of the Town Mayor will be put to the vote.
- (c) The retiring Town Mayor will declare Councillor _____ duly
elected Town Mayor for the local government year 2007/2008.
- (d) The new Town Mayor signs Declaration after signifying acceptance.
- (e) The retiring Town Mayor will invest the new Town Mayor and will withdraw to the
Deputy Mayor's chair.
- (f) The new Town Mayor takes the Chair and gives a vote of thanks for his/her election.
- (g) The new Town Mayor will present his/her Escort with the Escort's Badge.

PTO



2. **Vote of thanks to retiring Town Mayor.**

(a) Councillor _____ will move and Councillor _____ will second that the thanks of the Council be recorded to Councillor M. Fayyaz for his Chairmanship during the past year.

(a) The retiring Town Mayor will respond to the Council's resolution and resume his seat in the Council Chamber.

3. **To receive apologies for absence.**

4. **Appointment of Deputy Town Mayor for the ensuing year.**

(a) The Town Mayor will call for nominations.
Councillor _____ will move and Councillor _____ will second that Councillor _____ be appointed Deputy Town Mayor of the Council for the ensuing local government year.

Any other nominations will similarly be moved and seconded. Here may be made any other speeches in support of the election.

(b) The election of the Deputy Town Mayor will be put to the vote.

(c) The Town Mayor will declare Councillor _____ duly appointed Deputy Town Mayor for the local government year 2007/2008.

(d) The Town Mayor will invest the Deputy Town Mayor with his/her chain of office.

(e) The new Deputy Town Mayor gives a vote of thanks for his/her appointment.

5. **To approve as a correct record and to sign the Minutes of the Meeting of the Town Council held on 30th April 2007. (Enclosed)**

6. **Mayoral Engagements/Announcements.**

To receive the retiring Town Mayor's list of engagements to the 13th May 2007 and any other announcements that the new Town Mayor may wish to lay before the Council.



7. **Appointment of Committees.**

- (a) To appoint Standing Committees, and the membership thereof, for the ensuing year:

**DEVELOPMENT CONTROL
EXECUTIVE
PERFORMANCE REVIEW
POLICY AND RESOURCES
RECREATION AND THE ARTS**

and any others that the Council may wish to appoint.

(Note : The various parties should, so far as agreement can be reached, make nominations to fill the allocation on Committees)

8. **Election of Chairmen.**

To elect a Chairman and appoint a Vice-Chairman of the following Standing Committees for the ensuing year:

**DEVELOPMENT CONTROL
EXECUTIVE (Mayor + Deputy Mayor)
PERFORMANCE REVIEW
POLICY AND RESOURCES
RECREATION AND THE ARTS**

9. **To appoint representatives on Outside Bodies.**

10. **To appoint representatives on Charitable Bodies.**

11. **Subscriptions.**

To consider the payment of all subscriptions falling to be paid in the financial year 2007/2008 (copy enclosed).