

Marlborough Town Council

Tel: 01672 512487
Fax No: 01672 512116
VAT No: 195 5986 93
Town Clerk: Graham Gittins
Direct Line: 01672 516938
www.marlboughtowncouncil.gov.uk



COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

Email: enquiries@marlboughtowncouncil.gov.uk

Wednesday 27th April 2005

Dear Councillor,

You are summoned to the **Annual Meeting** of the **Full Town Council**, which will be held on **Monday 9th May 2005** in the Court Room, Town Hall, Marlborough at **6.30pm**.

PRAYERS

AGENDA

1. Election of Town Mayor for the year 2005/2006:

Councillor M. C. Curtis will propose and Councillor G. Francis will second Councillor Mrs H. A. Cripps for election as Town Mayor for the ensuing year.

2. The Town Mayor, accompanied by the retiring Town Mayor, Town Clerk, Beadle and Mace-Bearers will retire to the Mayor's Parlour for the investment of the newly elected Town Mayor with the Robe of Office.
3. On her return, the Town Mayor will be invested with the Badge of Office; make a Declaration of Acceptance and return thanks for her election.
4. The Mayor's Consort will be invested with the Badge and Chain of Office.
5. The newly elected Town Mayor will make a presentation to the retiring Town Mayor.
6. The retiring Town Mayor will make a presentation to his retiring Mayoress.
7. A vote of thanks will be proposed by Councillor N. J. Fogg to the retiring Town Mayor and seconded by Councillor B. Castle.
8. The retiring Town Mayor will reply.

9. Election of Deputy Town Mayor for the year 2005/2006:

Councillor P. B. Cossey will propose and Councillor D. L. Parker will second Councillor B. Castle for election as Deputy Town Mayor for the ensuing year.

10. The Town Mayor will appoint the Deputy Town Mayor for the forthcoming Municipal Year and will invest him with the Badge of Office.

11. Apologies for Absence.

12. Declaration(s) of Interest(s).

To receive declarations of interest in accordance with the Parish Council's (Model Code of Conduct) Order 2001.

Members are also reminded of the need to observe paragraphs 14 and 15 of the Code -

14 – A Member must within 28 days of becoming aware of any change to the Interest specified in the Register of Member's Interests, provide written notification to the Monitoring Officer.

15 - A Member must within 28 days of receiving any gift or hospitality over the value of £25.00 whilst in their official capacity under the Code provide written notification to the Monitoring Officer of the existence and nature of that gift or hospitality.

13. Minutes:

To confirm the Minutes of the meeting held on Monday 25th April 2005

14. To receive the Minutes of the meetings of the following Committee:

- a. Planning Committee held on Monday 25th April 2005
- b. Planning Committee held on Tuesday 3rd May 2005

15. To confirm the Minutes of the meeting of the Selection Committee held on Tuesday 3rd May 2005.

16. To authorise the fixing of the Common Seal of the Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting.

The Town Mayor, Town Clerk, Beadle, Mace-Bearers and Councillors will retire to the front steps of the Town Hall for photographs. Will all guests present please remain in their seats until the Members of the Council have returned. The Town Mayor's guests will then proceed to the Assembly Room following the Members of the Council.

Yours faithfully,

Graham Gittins
Town Clerk

To: The Worshipful The Mayor and Members of the Marlborough Town Council