

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Town Clerk's Office  
Moot Hall  
Boroughgate  
Appleby-in-Westmorland  
Cumbria  
CA16 6YB

4<sup>th</sup> May 2017

Dear Councillor,

Notice is hereby given and you are summoned to attend the **44<sup>th</sup> Annual Meeting of Appleby-in-Westmorland Town Council** to be held on **WEDNESDAY 10<sup>th</sup> MAY 2017** at **12 noon** in the Moot Hall. Please let me know if you are unable to attend.

Members of the Public and Press are invited to attend.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Caroline Dodgeon'.

Caroline Dodgeon - Town Clerk

## A G E N D A

### 1. **Election of Chairman**

To elect a Chairman for the new civic year, whose title will be Mayor.

### 2. **Mayor's Declaration of Acceptance of Office**

The newly elected Mayor to make and sign their declaration of acceptance of office for the new civic year, to be witnessed by the Town Clerk.

### 3. **Election of Vice Chairman**

To elect a Vice Chairman for the new civic year, whose title will be Deputy Mayor.

### 4. **Deputy Mayor's Declaration of Acceptance of Office**

The newly elected Deputy Mayor to make and sign their declaration of acceptance of office for the new civic year, to be witnessed by the Town Clerk.

### 5. **Announcement of the Mayoress**

To announce the Mayoress for the new civic year.

### 6. **Announcement of the Mayor's Chaplain, Mace Bearer and Sword Bearer**

To announce the Mayor's Chaplain, Mace Bearer and Sword Bearer for the new civic year.

### 7. **Apologies for Absence**

To receive and note any apologies for absence.

### 8. **Declarations of interest**

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the adopted code of conduct.

### 9. **Minutes**

#### **Council**

To authorise the Mayor to sign the minutes of the **43<sup>rd</sup> Annual Meeting of the Council** held on **Wednesday 11<sup>th</sup> May 2016** as a true and accurate record and approve any recommendations. (*Report 1: attached*)

### 10. **Committee and Working Party Membership**

To consider membership of the Council's Committees and Working Parties for the new civic year and make any recommendations to Council.

**11. Outside Bodies**

To consider the appointment of Councillors to outside bodies for the new civic year and make any recommendations to Council.

**12. Date of the 45<sup>th</sup> Annual Meeting of the Council**

To note the proposed date of the 44<sup>th</sup> Annual Meeting of the Council will be on **Wednesday 9<sup>th</sup> May 2018 at 12 noon.**

**13. Dates of Other Events and Meetings:**

To note the following meeting dates:

- **Civic Service** will be held at St Lawrence’s Church on **Sunday 14<sup>th</sup> May 2017 at 10.30am**
- **Finance and Planning & General Purpose Committee Meetings** will be held on **Monday 15<sup>th</sup> May 2017 from 6.45pm**
- **Ordinary Meeting of the Council** will be held on **Wednesday 24<sup>th</sup> May 2017 at 7pm.**

For the attention of all Councillors:-

<b>Mayor :</b>	Cllr J Pape	
<b>Deputy Mayor:</b>	Cllr Rooke	
<b>Councillors</b>	Cllr Mrs Anderton	Cllr Dougherty
	Cllr Ms Blair	Cllr Hayes
	Cllr Chalmers	Cllr Miss Hutchinson
	Cllr Connell	Cllr Mrs Kendall
	Cllr Curley	Cllr H Potts
	Cllr Mrs Dixon-Dougherty	Cllr F Potts