

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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

18th April 2022

Dear Councillor,

Notice is hereby given, and you are summoned to attend the **48th Annual Meeting of Appleby-in-Westmorland Town Council** to be held on **WEDNESDAY, 4th MAY 2022** 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

S Gilbertson

Sue Gilbertson - Town Clerk

Before the meeting starts ALL Councillors to make and sign their Declaration of Acceptance of Office to be witnessed by the 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. **Register of Members' Interests**

Councillors to note that they are required under Section 30 of the Localism Act 2011 to register their disclosable pecuniary interests by completing a Register of Interests Form that must be returned to the Clerk no later than Friday, 20th May 2022.

9. **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.

10. **Minutes**

Council

To authorise the Mayor to sign the minutes of the **47th Annual Meeting of the Council** held on **Wednesday, 19th May 2021** as a true and accurate record and approve any recommendations (*Minutes attached*).

11. **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.

12. **Outside Bodies**

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

13. **Date of the 49th Annual Meeting of the Council**

To note the proposed date of the 49th Annual Meeting of the Council will be on **Wednesday, 3rd May 2023**.

Dates of Other Events and Meetings:

To note the following meeting dates for May:

- **Civic Service** will be held at St Lawrence's Church on **Sunday, 8th May 2022**.
- **Committee Meetings** will be held on **Monday, 16th May 2022**.
- **Ordinary Meeting of the Council** will be held on **Wednesday, 25th May 2022**.