

Marlborough Town Council

Tel: 01672 512487
Fax No: 01672 512116
VAT No: 195 5986 93
Town Clerk: Mrs S A Parker, PSLCC
www.marlborough-tc.gov.uk
e-mail: enquiries@marlborough-tc.gov.uk



COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

9th May 2018

Dear Councillor

You are summoned to the **Annual Meeting** of the **Full Town Council** which will be held on **Monday 14th May 2018** in the Court Room, Town Hall, Marlborough at **6.30 pm**.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Shola Parker', written over a white background.

Mrs S.A. Parker PSLCC
Town Clerk

PRAYERS

AGENDA

- 1. Election of Town Mayor for the Year 2018/2019**
Councillor A Ross will propose and Councillor N Fogg will second Councillor L Farrell for election as Town Mayor for the ensuing year
- 2. Declaration of Acceptance of Office by the Town Mayor**
- 3. Election of Deputy Town Mayor for the Year 2018/2019**
Councillor A Wilson will propose and Councillor D Heath will second Councillor M Hall for election as Deputy Town Mayor for the ensuing year
- 4. Declaration of Acceptance of Office by the Deputy Town Mayor**
- 5. The retiring Town Mayor, Town Clerk, Deputy Mayor, Mayor's Chaplain, Town Crier and Macebearers will process from the Court Room, followed by the newly elected Town Mayor and their Chaplain.**
- 6. The newly elected Town Mayor and Deputy Mayor, the Town Clerk, Mayor's Chaplain, Town Crier and Macebearers will process into the Court Room.**
- 7. The Town Mayor will give thanks for her election**
- 8. The Town Mayor will present her Mayoress/Consort with their badge**

9. **A vote of thanks will be proposed by Councillor N Fogg to the retiring Town Mayor which will be seconded by Councillor N Barrett-Morton**
10. **The Town Mayor will present to the retiring Town Mayor his Mayor's Badge**
11. **The retiring Town Mayor will present his Mayoress with her Mayoress Badge**
12. **The retiring Town Mayor will give his reply**
13. **Apologies for absence**
14. **Minutes**
To approve and sign as a correct record the Minutes of the meeting of the Full Town Council held on 30th April 2018
15. **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**

Guests to make their way to the Assembly Room

Following photographs, Councillors to make their way to the Assembly Room