



EVESHAM TOWN COUNCIL
MEETING OF THE TOWN COUNCIL



Notice is hereby given that the **ANNUAL MEETING OF THE COUNCIL AND MAYOR MAKING** will be held in the Town Hall, Evesham, at 7.00 pm on **MONDAY 15 MAY 2023** to which you are hereby summoned for the transaction of the business specified below.

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Council. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 565700, email townclerk@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

Jo Adams
Town Clerk

1. **Apologies for Absence**
2. **Declarations of pecuniary or other interest in accordance with the Town Council's Code of Conduct, including requests for dispensation (if any)** *Dispensation requests must be received in writing by the Town Clerk prior to the meeting*
3. **Presentation of the Civic Award.** The Civic Award is presented to a parishioner who the Mayor would like to recognise for services to the community
4. **Announcements by the Town Mayor**
5. **Acknowledgement to the Town Mayor**
A vote of thanks will be moved by Cllr R W Raphael and seconded by Cllr Tucker.
6. **Election of Town Mayor**
Nomination of Cllr Alan Booth to be proposed by Cllr R W Raphael and seconded by Cllr Clatworthy.
7. **Declaration of Acceptance of Office by the Town Mayor**
to be attested by the Town Clerk
8. **Address by the Town Mayor**
in response to his election

9. **Appointments by the Town Mayor**

- a) Mayoress
- b) Chaplain
- c) Macebearers

10. **Election of Deputy Mayor**

Nomination of Cllr S Schaathun to be proposed by Cllr A Dyke and seconded by Cllr R W Raphael

11. **Declaration of Acceptance of Office by the Deputy Mayor**

to be attested by the Town Clerk

12. **Dates and Times of Meetings**

To fix the dates and times of ordinary meetings of the Council for the ensuing Municipal Year. Currently the second Monday of every month at 6.30 pm in the Council Chamber, Evesham Town Hall, with the exception of August and December when the Council is in May when the Annual Council Meeting (Mayor Making) commences at 7.00 pm.

13. **Adjournment**

The Council meeting will be adjourned until 6.30 pm, Monday 22nd May 2023, for the consideration of business not completed on 15 May 2023 (if any) and other business listed on a separate agenda.

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