



# EVESHAM

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## 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 13 MAY 2024** 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](mailto:townclerk@eveshamtowncouncil.gov.uk), or in person, prior to the meeting.

*Jo Adams*

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. **Presentations**
  - (i) The Civic Award is presented to a parishioner or parishioners who the Town Mayor would like to recognise for services to the community.
  - (ii) Presentations to the Town Mayor's charities.
4. **Announcements by the Town Mayor**
5. **Acknowledgement to the Town Mayor**

A vote of thanks will be moved by Cllr Raphael and seconded by Cllr Tucker.

6. **Election of Town Mayor**  
Nomination of Cllr Robert Raphael to be proposed by Cllr Dyke and seconded by Cllr Goodge.

*There will be a short interval to enable the exchange of robes.*

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
- d) Town Mayor's Charities

10. **Election of Deputy Mayor**  
Nomination of Cllr John Clatworthy to be proposed by Cllr Amor and seconded by Cllr Dyke

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 recess and in May when the Annual Meeting of the Town Council commences at 7.00 pm.

13. **Adjournment**  
The Council meeting will be adjourned until 6.30 pm, Monday 20th May 2024, for the consideration of business not completed on 13 May 2024 (if any) and other business listed on a separate agenda.

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Abbey Road  
Evesham  
Worcs WR11 4BY

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