



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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TOWN CLERK: Mrs. V. Oliveri

12th May 2009

Dear Councillor,

Notice of Meeting

I hereby give notice that the Annual Meeting of the Chipping Norton Town Council will be held in the Large Hall, The Town Hall, Chipping Norton on Monday, 18th May 2009 at 7.15 pm.

Yours sincerely,

Mrs. V. Oliveri,
Town Clerk

A G E N D A

- 1 – 24 The Mayor Making Ceremony.
- 25 The minutes of the Council Meeting held on 20th April 2009.
- 26 The minutes of the Extra-ordinary Council Meeting held on 27th April 2009.
- 27 Public Participation.
- 28 Apologies for absence.
- 29 Declarations of Interest.
- 30 Mayoral Announcements.
- 31 Planning
 - (a) The minutes of the Planning Sub-Committee held on 6th May 2009.
 - (b) Applications received.
 - (c) Decisions.
- 32 The Town Clerk's Report.
- 33 To receive an interim report based on a full structural survey carried out on the Town Hall.

ANNUAL MEETING

MONDAY 18th MAY 2009

1. The Mayor, Cllr. M. Jarratt will take the Chair at 7.15 p.m.
2. The Mayor will give a resume of the past year's activities.
3. The Mayor will invite nominations for the office of Mayor for the Municipal Year 2009/10.
4. Cllr. Mrs. J.M. Graves will move that Cllr. M. Dixon be elected Mayor of the Town of Chipping Norton for the Municipal Year 2009/10.
5. Cllr. Mrs. H. Williams will second the motion.
6. The Mayor will ask if there are any other nominations.
7. The Council will vote on the motion.
8. Cllr. Mrs. J.M. Graves and Cllr. Mrs. H. Williams will then move from their seats and conduct Cllr. M. Dixon to the side of the table where the Declaration of Office will be made.
9. The retiring Mayor, the Mayor's Sergeant, The Town Clerk the newly elected Mayor, Cllr. Mrs. J.M. Graves and Cllr. Mrs. H. Williams will retire to the landing area.
10. After robing, the Mayor will re-enter accompanied by the Mayor's Sergeant, the Town Clerk, the proposer and the seconder.
11. Cllr. Mrs. J.M. Graves and Cllr. Mrs. H. Williams will conduct the Mayor to the chair and invest him with the Chain of Office. The proposer and seconder will then resume their seats amongst the Council and speak on the Mayor's election.
12. The Mayor will make a speech in response to his election.
13. Cllr. Mrs. G.M. Burrows will move a vote of thanks on behalf of the Council to the retiring Mayor and the retiring Deputy Mayor.
14. The retiring Mayor, Cllr. M. Jarratt will respond to the vote of thanks.
15. The Mayor will ask for a nomination for Deputy Mayor for the Municipal Year 2009/10.
16. Cllr. Miss. H. Stobart will propose Cllr. C. Butterworth as the Deputy Mayor for the Municipal year 2009/10 and call for a seconder.
17. Cllr. Mrs. S. Wilkes will second the motion.
18. The Mayor will ask if there are any other nominations.
19. The Council will vote on the motion.
20. The Mayor will invest the new Deputy Mayor, Cllr. C. Butterworth with the Badge of Office.
21. Cllr. C. Butterworth will speak in response to his election.
22. The Mayor will move a vote of thanks on behalf of the Council to the retiring Mayoress, Mrs. June Jarratt.
23. Mrs. June Jarratt will reply.
24. The Mayor will call upon the retiring Mayoress, Mrs. June Jarratt to welcome the new Mayoress, Cllr. Mrs. S. Wilkes.