

MARLOWTOWNCOUNCIL

Court Garden
Pound Lane
Marlow
Bucks
SL7 2AG



To:

Members of the Town Council:-

Town Mayor: Cllr S Brown

Councillors: T Avery, R Cadman, C Funnell, B Johnson, C Keighley, N Marshall, R Scott,
K Thomson, J Towns, E West, R Wilson

Annual Meeting

The Annual Meeting of Marlow Town Council will be held on Tuesday 19th May 2015 at the close of the Annual Parish Meeting or at 7.30pm whichever is the later in the Higginson Room, Court Garden, Marlow to consider the items set out below and you are hereby summoned to attend

Annie Jones
Town Clerk
14.05.15

A G E N D A

M01.15 DECLARATIONS OF ACCEPTANCE OF OFFICE

Town Clerk to read aloud the "Declaration of Acceptance of Office" application to all elected members, members to sign and date the Declaration

M02.15 ELECTION OF THE TOWN MAYOR – for the Mayoral Year 2015-2016

Outgoing Town Mayor, Cllr S Brown, to call for nominations for the office of Incoming Town Mayor for 2015-2016

Nominated: **Cllr B Johnson**

The TOWN MAYOR to accept Office and be presented with the Chain of Office

TOWN MAYOR to read aloud and sign the "Declaration of Acceptance of Office of Town Mayor"

TOWN MAYOR to address the Council and thank outgoing Town Mayor

M03.15 ELECTION OF DEPUTY MAYOR – for the Mayoral Year 2015-2016

The Town Mayor to call for nominations for the office of DEPUTY MAYOR for the year 2015-2016

Nominated: **Cllr J Towns**

DEPUTY MAYOR to accept Office and be presented with the Chain of Office

DEPUTY MAYOR read aloud and sign the “Declaration of Acceptance of Office of Deputy Mayor”

Deputy Mayor to thank outgoing Deputy Mayor

M04.15 MEMBERS TO RECEIVE “REGISTER OF DISCLOSABLE PECUNIARY INTERESTS”

Members have until 3rd June 2015 to complete, sign and return their Register of Disclosable Pecuniary Interests to the Town Clerk. A copy of the Register will be forwarded to the Monitoring Officer at Wycombe District Council and the original kept on file. Members are advised to keep their Register up to date at all times.

M05.15 APOLOGIES FOR ABSENCE

M06.15 DECLARATIONS OF INTEREST

As per the Code of Conduct members are responsible for disclosing any personal or prejudicial interest in any item to be discussed at any meeting.

M07.15 TO APPOINT MEMBERS TO SERVE ON THE COMMITTEES LISTED BELOW:-

a) Resources Committee (7 members)

Nominations

- 1) Cllr R Cadman
- 2) Cllr C Funnell
- 3) Cllr C Keighley
- 4) Cllr R Scott
- 5) Cllr K Thomson
- 6) Cllr R Wilson

Standing Deputies (2 members)

Nominations

- 1) Cllr T Avery
- 2) Cllr J Towns

b) Planning Environment and Transportation Committee

(6 members)

Nominations

- 1) Cllr T Avery
- 2) Cllr S Brown
- 3) Cllr N Marshall
- 4) Cllr J Towns
- 5) Cllr E West
- 6) Cllr R Wilson

Standing Deputies (2 members)

Nominations

- 1) Cllr R Cadman
- 2) Cllr R Scott

NOTE: the Town Mayor is an ex officio member of all committees and sub committees

M08.15 TO APPOINT THE CHAIRMAN OF:

Resources Committee

Nomination: Cllr R Scott

Planning Environment and Transportation Committee

Nomination: Cllr J Towns

M09.15 TO APPOINT THE VICE CHAIRMAN OF:

Resources Committee

Nomination: Cllr R Cadman

Planning Environment and Transportation Committee

Nomination: Cllr T Avery

M10.15 TO AGREE THE CONTINUANCE OF THE FOLLOWING COMMITTEES AND WORKING GROUPS, MEMBERS TO BE RATIFIED AT THE NEXT TOWN COUNCIL MEETING

a) **Staffing Committee** (4 members)

- 1) Town Mayor
- 2) Deputy Mayor
- 3) Chairman of Resources Committee
- 4) Chairman of Planning Environment and Transportation Committee

b) **Christmas Events Working Group** (7 members)

c) **Allotment Working Group** (3 members)

- d) **Marlovian Working Group** (4 members)
- e) **Vision Strategy Working Group** (5 members)
- f) **Gossmore Working Group** (4 members)
- g) **Devolved Services Working Group** (6 members)
- h) **Flood Working Group** (5 members)

Sub – Committees and Working Groups may be formed / disbanded throughout the year as and when necessary.

M11.15 TO APPOINT REPRESENTATIVES TO OUTSIDE ORGANISATIONS FOR THE MAYORAL YEAR 2015-2016

Permanent Representation on Outside Bodies

Brinkhurst Trust	Cllr T Avery
Court Garden Leisure Panel	Cllr T Avery
Marlow Age Concern	Cllr K Thomson
Marlow Chamber of Trade and Commerce	Cllr J Towns
Marlow Community Association	Cllr C Keighley
Marlow Forum	Cllr R Wilson
Marlow Regatta (Dorney Lake)	Town Mayor
Marlow Society	Cllr N Marshall
Marlow Town Regatta and Festival	Cllr S Brown
Marlow Town Twinning Association (Budavar)	Cllr R Cadman
Marlow Town Twinning Association (Marly-le-Roi)	Cllr S Brown
SW Chilterns and Marlow Local Area Forum	Town Mayor
Wycombe District Association of Local Councils	Town Mayor

Representatives to other outside organisations will be made on the request of organisation.

M12.15 DATE AND TIME OF NEXT MEETING

Tuesday 6th May 2016