

# MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks SL7 2AG

To: Councillors: T Avery, J Bedford, S Brown, R Cadman, P Ditchfield, B Johnson, N Marshall, R Scott, K Thomson, J Towns, I Wernham, R Wilson

## Annual General Meeting

The Annual General Meeting of Marlow Town Council will be held on Tuesday 17<sup>th</sup> May 2011 at the close of the Annual Parish Meeting and Town Council meeting starting at 6.30pm in the Higginson Room, Court Garden, Marlow to consider the items set out below and you are hereby summoned to attend



11.05.11  
H B Bellairs  
Town Clerk

### **A G E N D A**

**1. ELECTION OF THE TOWN MAYOR – for the Mayoral Year 2011 - 2012**

Town Mayor to call for nominations for the office of Town Mayor for 2011-2012

Nominated:- Cllr Mrs Jocelyn Towns

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

TOWN MAYOR to sign “Declaration of Acceptance of Office of Town Mayor”

TOWN MAYOR to address the Council and thank outgoing Mayor

**2. ELECTION OF DEPUTY MAYOR – for the Mayoral Year 2011 - 2012**

The Town Mayor to invite nominations for DEPUTY MAYOR for the year 2011 - 2012

Nominated:- Cllr Ms Suzanne Brown

DEPUTY MAYOR to accept Office

DEPUTY MAYOR to sign “Declaration of Acceptance of Office of Deputy Mayor”

Deputy Mayor receives Chain of Office and gives vote of thanks to outgoing Deputy Mayor

***ADJOURNMENT OF TEN MINUTES FOR PRESS PHOTOGRAPHS***

**3. Members to receive “Register of Member’s Interests”**

Members have 28 days in which to complete and return their Register to the office. The Register will be forwarded to the Monitoring Officer at Wycombe District Council and a copy kept on file for amendments if necessary

**4. Apologies for absence**

**5. 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.

**6. To confirm the amount of the Town Mayor’s Allowance in pursuance of Section 15 (5) of the Local Government Act 1972, and authorise payment of £3800.00 in two equal instalments**

**7. To appoint Members to serve on the Committees listed below:-**

**a) Finance Services and Administration Committee (6 members)**

Nominations

- 1) Cllr Richard Scott
- 2) Cllr Bob Johnson
- 3) Cllr Jeremy Bedford
- 4) Cllr Kathy Thomson
- 5) Cllr Roger Wilson
- 6) Cllr Roy Cadman

Standing Deputies (2 members)

Nominations

- 1) Cllr Neil Marshall
- 2) Cllr Ms Suzanne Brown

**b) Planning Environment and Transportation Committee (6 members)**

Nominations

- 1) Cllr Ms Suzanne Brown
- 2) Cllr Neil Marshall
- 3) Cllr Philip Ditchfield
- 4) Cllr Tim Avery
- 5) Cllr Kathy Thomson
- 6) Cllr Ian Wernham

Standing Deputies (2 members)

Nominations

- 1) Cllr Richard Scott
- 2) Cllr Bob Johnson

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

**8. To appoint the Chairman of**

**Finance Services and Administration Committee**

Nomination: Cllr Richard Scott

**Planning Environment and Transportation Committee**

Nomination: Cllr Ms Suzanne Brown

**9. To appoint the Vice Chairman of**

**Finance Services and Administration Committee**

Nomination: Cllr Bob Johnson

**Planning Environment and Transportation Committee**

Nomination: Cllr Neil Marshall

**10. To agree the appointment of Members to serve on the sub committees and liaison panels listed below:-**

a) Staffing Committee (3 members)

Nominations

- 1) Town Mayor
- 2) Cllr Richard Scott
- 3) Cllr Bob Johnson

Sub – Committees and Working Groups will be formed throughout the year as and when necessary.

**11. To appoint representatives to outside organisations for the Mayoral Year 2011 - 2012**

Permanent Representation on Outside Bodies

Town Council representative per organisation

Brinkhurst Trust	Cllr I Wernham
Bucks CC Wycombe Area Local Committee	Town Mayor
Court Garden Leisure Panel	Cllr I Wernham
Marlow Chamber of Trade and Commerce	Cllr R Wilson
Wycombe Citizens Advice Bureau	Cllr P Ditchfield
Marlow Age Concern	Cllr K Thomson
Marlow Town Twinning Association (Marly-le-Roi)	Cllr Ms S Brown
Marlow Town Twinning Association (Budavar)	Cllr R Cadman
The Marlow Society	Cllr N Marshall
Marlow Town Regatta and Festival Committee	Cllr Ms S Brown
NALC Steering Group	Town Mayor
Wycombe Association of Local Councils	Town Mayor
Marlow Community Association	Cllr R Cadman
Marlow Forum	Cllr R Scott
Marlow Regatta Committee	Town Mayor
Neighbourhood Action Group	Cllr T Avery

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