

2<sup>nd</sup> May 2017

**YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING**  
of the **Blackrod Town Council** to be held in the Council Chamber, Blackrod  
Library/Council Services, Church Street, Blackrod on **Monday 8<sup>th</sup> May 2017**  
commencing at **7.15 pm**

*Signed .....Town Clerk*

*Before the start of the Meeting, the 2016-2017, Town Mayor, Councillor Ms Ann Cunliffe , will welcome members and guests to the Meeting and ask the Chairman's Chaplain (if in attendance) to say prayers.  
Prior to the start of the meeting, the retiring Mayor, Councillor Ms Ann Cunliffe will also present cheques to representatives from her nominated charities who are to benefit from funds raised within Councillor Cunliffe's Mayoral Year.*

#### A G E N D A

1. **To confirm the appointment of the Town Mayor/Chairman for 2017/2018.**  
*(The incoming Mayor of Blackrod was nominated by Councillors on 6<sup>th</sup> February 2017*
2. The newly appointed Town Mayor/Chairman will make and sign the **Declaration of Acceptance of Office to the Town Clerk/ Responsible Financial Officer of the Council in front of those present.**
3. The newly appointed Town Mayor will be invested with the Mayor's Chain of Office *(and take their appropriate seat within the Council Chamber. The retiring Mayor will take the seat vacated by the incoming Town Mayor if duly elected)*
4. The newly appointed Town Mayor will receive any apologies for absence and address the Meeting.
5. **The Town Mayor will confirm the position of Deputy Town Mayor/ Vice Chairman for 2017/2018**  
*(The incoming Deputy Mayor/ Deputy Vice Chairman was nominated by Councillors on 6<sup>th</sup> March 2017)*

6. The Councillor appointed will reply.
7. The newly appointed Town Mayor will propose a vote of thanks to the retiring Mayor and Consort and present a Past Mayor's Badge of Office to the retiring Mayor where applicable
8. The retiring 2016-2017 Town Mayor will reply
9. The Town Mayor to appoint his/ her Mayoress/Consort for the year.
10. To confirm the shared position of Chairman's Chaplain between the Clergy from Our Lady's, Blackrod Methodist and St Katharine's Churches.
11. To confirm dates of Council meetings for **2017/2018 (attached as previously agreed at Town Council Meeting)**
12. To receive a list of attendances for **2016/2017 (attached)**
13. To appoint any Committees/Working Groups/ Trustees as necessary.
14. To approve Standing Orders, Financial Regulations and the Parish Councils Code of Conduct. (*there has been no legislative change during the last year.*)

**At the close of the Meeting, the newly elected Town Mayor would like Members, Members' Wives/Husbands/Partners and Guests to join him for a celebratory drink and light refreshments.**