



Civic Centre  
Riverside  
Stafford  
ST16 3AQ

3 May 2017

Dear Members

### **Annual Council Meeting**

I hereby give notice that the Annual Meeting of the Council will be held in the Gatehouse Theatre, Eastgate Street, Stafford on **Saturday 13 May 2017 at 10.30am** to deal with the business as set out on the agenda.

A handwritten signature in black ink, reading "Tim Clegg", enclosed in a thin rectangular box.

Tim Clegg  
Chief Executive

# **ANNUAL COUNCIL MEETING 13 MAY 2017**

## **MAYOR, COUNCILLOR GEOFF COLLIER**

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

#### **1 Election of Mayor**

**There will follow a short recess**

#### **2 Installation of Mayor and Mayoress**

- (a) Declaration of Acceptance of Office and Oath of Allegiance
- (b) Address to the newly elected Mayor
- (c) The Mayor's response and appointment of Chaplain
- (d) Retiring Mayor to invest the Mayoress with her Badge of Office
- (e) Vote of thanks to Retiring Mayor and Mayoress
- (f) Retiring Mayor's response
- (g) Presentation of Insignia to retiring Mayor and Mayoress

#### **3 Election of Deputy Mayor**

#### **4 Installation of Deputy Mayor and Deputy Mayoress**

- (a) The Mayor to invest the new Deputy Mayor with his Chain of Office
- (b) Address to the newly elected Deputy Mayor
- (c) Deputy Mayor's response
- (d) The Mayoress to invest the new Deputy Mayoress with her Badge of Office.
- (e) Vote of thanks to retiring Deputy Mayor and Deputy Mayor's Consort
- (f) Retiring Deputy Mayor's response
- (g) Presentation of Insignia to retiring Deputy Mayor and Deputy Mayor's Consort

**5 Approval of the Minutes of the meetings of the Council held on  
25 April 2017 as published in Digest No 231 on 3 May 2017**



Tim Clegg  
Chief Executive

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**NOTE: MEMBERS AND GUESTS ARE ASKED TO REMAIN IN THEIR  
SEATS AT THE CONCLUSION OF THE MEETING AND AWAIT  
FURTHER INSTRUCTIONS FROM THE HEAD OF LAW AND  
ADMINISTRATION**