



KIDDERMINSTER TOWN COUNCIL

Annual Meeting & Mayor Making Ceremony Wednesday 18th May 2022 at 7.30pm In the Music Room at the Town Hall, Kidderminster

To all Town Councillors,

You are hereby summoned to attend the Mayor Making Ceremony, to be held on **Wednesday, 18th May 2022** in the **Music Room, Town Hall, Vicar Street, Kidderminster** at **7.30pm** for the transaction of the business detailed below:

T J Predeth

Tracy Predeth MPA
Town Clerk
12 May 2022

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 and to report on the meeting in accordance with the Openness of Local Government Bodies Regulations 2014.

Order of Proceedings

1. Welcome to the meeting by the Town Mayor

2. Apologies

To receive apologies for absence

3. Election of the Town Mayor of Kidderminster for 2022/23

- i. To elect the Town Mayor for the municipal year 2022/23. Councillor Ross will propose and Councillor Stokes will second the election of Councillor Kevin Gale as Town Mayor for the municipal year 2022/23.
- ii. Upon election, Councillor Kevin Gale will withdraw from the meeting with his proposer, his seconder, the outgoing Mayor and the Town Clerk, all preceded by the Mayor's Officer, returning robed and invested with the Town Mayor's Chain & Badge of Office.
- iii. Upon return to the Music Room, the Town Mayor will make the Declaration of Acceptance of Office and take the Oath of Allegiance before the Town Clerk.
- iv. The Town Clerk will invite the Town Mayor to subscribe his name on the flyleaf of "*The Saints Everlasting Rest*" by Richard Baxter.

4. Town Mayor's Reply

The Town Mayor will express thanks for his election. The Town Mayor will also announce the charities to which he will offer his patronage during the forthcoming Mayoral year.

5. Appointment of the Town Mayor's Chaplain

To appoint Reverend Laura Betson as Mayor's Chaplain for the coming year

- i. The past Chaplain, Revd Canon Fr Tim Williams invest Reverend Betson with the Parish Stole.

- ii. Reverend Betson will offer a Prayer.

6. Investiture of the Mayoress

Councillor Nicky Gale will be invested with the Mayoress's Necklace by the retiring Consort, Ms Yvonne Smith. Councillor Nicky Gale will present Past Consort Badges to Yvonne Smith and Jade Smith.

7. Vote of Thanks to the retired Mayor and Consort

- i. Councillor Ross will offer a Vote of Thanks to Councillor Juliet Smith and Ms Yvonne Smith for their services as Town Mayor and Consort of Kidderminster during the municipal year 2021/22.
- ii. The Town Mayor will present a Past Mayor's Badge to the retired Town Mayor, Councillor Juliet Smith.
- iii. Councillor Juliet Smith will reply.

8. Election of the Deputy Town Mayor for 2022/23

- i. Councillor Bishop will propose and Councillor Smith will second the election of Councillor Darren Chambers as the Deputy Town Mayor of Kidderminster for the municipal year 2022/23.
- ii. Upon election the Town Mayor will invest Councillor Darren Chambers with the Deputy Town Mayor's Badge of Office.
- iii. The Deputy Town Mayor will make the Declaration of Acceptance of Office before the Town Clerk.

9. Deputy Town Mayor's Reply

The Deputy Town Mayor will express thanks for his election.

10. Town Council Meeting

The Town Mayor to adjourn the meeting, a date is yet to be confirmed to further transact the following items:

- To receive and adopt Model Standing Orders
- To receive and adopt Model Financial Regulations
- To confirm authorisation for the bank mandate and agree to add Mr L Jakeman, Chief Executive/RFO as a signatory once in post.
- Mayoral Succession Planning
- To note that the Council meets the criteria to continue to use the General Power of Competence.
- To agree Committee Representation & Appointments
- To agree to a revised scheme of delegation which permits authority of spend for officers within their current budget areas.
- To agree the Meeting Schedule for the 2022/23 municipal year.
- To agree appointments to Outside Bodies.
- To receive an update on the Town Hall Development and LUF funding.
- To consider a report and to agree to progress with the Parks Transfer.
- Finance Report
 - Budget spend to date
 - Accounts paid and income received to date
 - To consider matters arising from the Finance and Overview Committee (if any)

Finally, to invite those present to join in the singing of the following verses of the National Anthem.

NATIONAL ANTHEM

God save our gracious Queen!
Long live our noble Queen!
God save our Queen!
Send her victorious,
Happy and glorious,
Long to reign over us,
God save the Queen,

Thy choicest gifts in store
On her be pleased to pour,
Long may she reign.
May she defend our laws,
And ever give us cause,
To sing with heart and voice,
God save the Queen.

At the conclusion of the meeting the Town Mayor, Mayoress and remainder of the civic party will retire from the Music Room.

The Town Mayor and Mayoress, all preceded by the Mayor's Officer, will proceed to the Corn Exchange.

The remaining Town Councillors and Town Clerk will process to the King Charles I Room for disrobing.

Visiting Mayors, Council Chairmen, other civic representatives present and members of the public are requested to remain in their places until the Town Mayor and Mayoress of Kidderminster and the remaining Councillors and officers have retired from the Music Room.

Following the exit of the civic party the Town Mayor and Mayoress of Kidderminster will receive all present in the adjoining Corn Exchange where light refreshments will be served.

Visiting Mayors, Council Chairmen and other civic representatives are asked to proceed to the Corn Exchange as soon as the Town of Kidderminster civic procession has left the Music Room.

Members of the public are respectfully requested to leave the Music Room after all the civic guests have retired from the hall.