

Dronfield Town Council

Clerk to the Council:
Keith Bradshaw CiLCA, MILCM



Dronfield Civic Hall
Dronfield Civic Centre
Dronfield
S18 1PD

Telephone: 01246 418573

Fax: 01246 290702

Email: townclerk@dronfield.gov.uk

Website: www.dronfield.gov.uk

11th May 2015

To: All Members of Dronfield Town Council

Dear Councillor,

You are summoned to attend the Annual Meeting of Dronfield Town Council to be held at 7.30 pm on **Monday, 18th May 2015 at The Civic Hall, Dronfield** for the purpose of transacting the following business.

Will all Councillors please attend at 7.15pm to sign their Acceptance of Office and the Code of Conduct.

Yours sincerely,

Keith Bradshaw CiLCA MILCM
Clerk to the Council

AGENDA

1. Election of Town Mayor

- 1.1 Appointment of Town Mayor.
- 1.2 New Mayor moves to Chair's seat.
- 1.3 New Mayor invested with the Chain of Office.
- 1.4 Retiring Mayor will vacate the Chairman's Seat
- 1.5 The Mayor makes declaration of Acceptance of Office.

ALL MEMBERS TO STAND

"I, _____ having been elected to the Office of Town Mayor and Chairman of Dronfield Town Council hereby declare that I take this office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

I undertake to observe the Town Council's Code as to the conduct which is expected of members of Dronfield Town Council"

- 1.6 The Mayor will then sign the Declaration.
- 1.7 The Mayor will address the Council upon his/her appointment.
- 1.8 Vote of thanks to the retiring Mayor.
- 1.9 The retiring Mayor will reply.

2. **Election of Deputy Town Mayor**
To elect the Deputy Town Mayor for the ensuing year.
3. **Apologies for Absence**
To receive any apologies for absence
4. **Leader and Deputy Leader of the Council**
To appoint
 - 4.1 The Leader of the Council.
 - 4.2 The Deputy Leader of the Council.
5. **Representatives on Outside Bodies** (Appendix 1)
To consider the schedule and, where necessary, appoint representatives to Outside Bodies
6. **Cycle of Meetings** (Appendix 2)
To consider details of meetings for the civic year 2015/2016.
7. **Power of General Competence** (Appendix 3)
To adopt, if qualification criteria are met, the Power of General Competence
8. **Appointment of Internal Auditor**
To appoint the Internal Auditor for the Council for the Council Year 2014/2015

Following this meeting, the Annual Town Meeting will be held at 8.30 pm to conduct business in accordance with the published agenda.