

## LEDBURY TOWN COUNCIL

**To: All members of Ledbury Town Council**

Dear Member,

**NOTICE IS HEREBY GIVEN** that **The Annual Meeting** of the **Ledbury Town Council** will be held in **The Market House** on **Thursday 9<sup>th</sup> May, 2013** starting at **7.30pm**. All members are summoned to attend. The business to be transacted is set out in the agenda, which is detailed below.

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### **AGENDA**

1. To elect the Town Mayor for 2013/14 and to witness the Mayor's formal Declaration of Acceptance of Office.
2. To receive the Town Mayor's opening remarks.
3. To elect the Deputy Town Mayor for 2013/14.
4. To receive and accept apologies for absence.
5. To receive declarations of interest.
6. To approve the Minutes of the meeting held on 11<sup>th</sup> April, 2013 as a correct record. **Copy herewith**
7. To receive a report from the retiring Mayor.
8. Vote of Thanks for 2012/13 Town Mayor and presentation of Past Mayor's insignia.
9. a) Review and confirmation of Committees and their functions. **E.1**  
b) To appoint members to serve on Committees.  
(NB Please return tear-off slip to the office before the day of the meeting)
10. To confirm adoption of Standing Orders. (reviewed and adopted 11.04.2013)
11. To review and adopt Financial Regulations **E.2**
12. To review and agree appointment of Council Representatives to serve on Outside Bodies. **E.3**  
(List as per 2012, should any member wish to stand down, please advise the office)
13. To approve the cycle of meetings for 2013/14 **E.4**

Mrs K. J. Mitchell  
Clerk to the Council  
2<sup>nd</sup> May 2013  
Tel: 01531 632306

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING**  
**[www.ledburytowncouncil.gov.uk](http://www.ledburytowncouncil.gov.uk)**