



# Lichfield City Council

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**Town Clerk: Christopher M Moulton**

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CM/CF

To: Members of Lichfield City Council

9 May 2016

Dear Councillor

You are hereby summoned to attend the Annual Meeting of **Lichfield City Council** to be held in the Guildhall, Lichfield, on **Monday, 16 May 2016** at **6.30 pm**, at which the following business will be transacted.

Yours sincerely

Christopher Moulton  
Town Clerk

Please note that **PRAYERS** will be said at 6.28pm before the opening of the meeting.

## AGENDA

**1 ELECTION OF MAYOR FOR THE ENSUING YEAR**

**2 APOLOGIES FOR ABSENCE**

**3 COUNCIL MINUTES**

To confirm as a correct record the Minutes of the City Council Meeting held on 18 April 2016 (copy attached). *[NB: This item is for the accuracy of the Minutes only; any 'Matters Arising' on the Minutes will be taken at the Council Meeting on 22 June 2016]*

**4 APPOINTMENT OF DEPUTY MAYOR**

**5 ELECTION OF SHERIFF**

**6 MAYOR TO RETURN THANKS FOR ELECTION**

**7 DEPUTY MAYOR TO RETURN THANKS FOR APPOINTMENT**

**8 SHERIFF TO RETURN THANKS FOR ELECTION**

- 9        **MAYOR TO ANNOUNCE THE APPOINTMENT OF A CHAPLAIN**
- 10       **MAYOR TO ANNOUNCE THE APPOINTMENT OF THE MAYOR'S CADET**
- 11       **VOTE OF THANKS TO RETIRING MAYOR**
- 12       **RESPONSE FROM THE RETIRING MAYOR**
- 13       **VOTE OF THANKS TO RETIRING SHERIFF**
- 14       **RESPONSE FROM THE RETIRING SHERIFF**
- 15       **THE MAYOR TO PRESENT BADGES OF OFFICE TO THE MAYOR'S CONSORT, DEPUTY  
MAYOR'S CONSORT, AND SHERIFF'S LADY**
- 16       **THE MAYOR TO PRESENT REPLICAS OF BADGES OF OFFICE TO THE RETIRING  
MAYOR AND MAYORESS**
- 17       **THE MAYOR TO PRESENT REPLICAS OF BADGES OF OFFICE TO THE RETIRING  
SHERIFF AND SHERIFF'S LADY**
- 18       **APPOINTMENT OF LEADER**
- 19       **APPOINTMENT OF DEPUTY LEADER**
- 20       **APPOINTMENT OF COMMITTEES**  
To confirm the Constitution of Committees for 2016/2017 including respective Chairmen and  
Vice Chairmen, as per Appendix 1 (to follow).
- 21       **MAYOR TO CLOSE THE MEETING**

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***At the end of the meeting, all guests are requested to remain in the Guildhall until the  
Mace-Bearer announces that the Mayor is ready to receive guests in the Guildroom***