



10 May 2016

**To: All Members of Newbury Town Council**

Dear Councillor

You are required to attend the **Annual Meeting of Newbury Town Council** to be held in the **Corn Exchange**, Market Place, Newbury at **10.00 am** on **Sunday 15 May 2016**.

Please assemble at the Town Hall, from **9:00am**, ready for the procession to Corn Exchange at 9:50am.

Yours sincerely,

**Hugh Peacocke**  
Chief Executive Officer

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#### PRE-MEETING ITEMS

**A. Retiring Mayor's Report**  
*Retiring Mayor*

**To receive** the retiring Mayor's report on his year of office.

**B. Vote of thanks**  
*Leader*

**To receive** a vote of thanks for the retiring Mayor.

#### AGENDA

**1. Election of Mayor for the Municipal Year 2016/2017**  
*Retiring Mayor*

**2. Declaration of acceptance of office and Mayor's announcements**  
*Elected Mayor*

**To receive** the Mayor's declaration of acceptance of office and announcements.

Town Hall, Market Place, Newbury, RG14 5AA

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**3. Election of Deputy Mayor for the Municipal Year 2016/2017**

*Mayor*

**4. Declaration of acceptance of office and Deputy Mayor's announcements**

*Deputy Mayor*

**To receive** the Deputy Mayor's declaration of acceptance of office and announcements.

**5. Apologies for absence**

*Mayor / Chief Executive Officer*

**To receive** any apologies for absence for the meeting.

**6. Council Committees for Municipal Year 2016/2017**

*Mayor*

**To resolve** that the Committee and Sub-Committee structure for the Municipal Year 2016/2017, will be as that agreed at the Council meeting of 11 May 2016.