**BTC/01/16**

Minutes of the Annual Statutory Meeting of the Full Council of Buckingham Town Council held on **Monday 9th May 2016** in The Chamber, Meadow Walk, Buckingham at 7:00pm.

 **Present:**

 Cllr. J. Bates

 Cllr. M. Cole

 Cllr. P. Collins

 Cllr. J. Harvey

 Cllr. P. Hirons

 Cllr. D. Isham

 Cllr. A. Mahi

 Cllr. H. Mordue
 Cllr. Ms. R. Newell

 Cllr. Mrs. L. O’Donoghue

 Cllr. M. Smith

 Cllr. R. Stuchbury

 Cllr. M. Try

 **From AVDC**

 Cllr. W. Whyte

 **In attendance:**

 Mr. C. P. Wayman Town Clerk

 Mr. D. Jones Deputy Town Clerk

**1/16 Apologies for Absence**

**RESOLVED** to note that there were apologies from Cllr. G. Collins, Cllr. M. Gateley and Cllr T. Bloomfield.

**2/16 Declarations of Interest**

None declared.

**3/16 Election of the Town Mayor**Members were asked to elect the Town Mayor to act as Chair of the Council for the forthcoming year.

Unanimous approval for Cllr. A Mahi to take up office as Buckingham Town Mayor for 2016 - 2017

**4/16 Proposer/Seconder of Town Mayor at Mayor Making**

Members were asked to agree who will Propose and Second the Town Mayor at the Mayor’s reception on 20th May 2016.

**Agreed**: Cllr. O’Donoghue to propose, Cllr. Newell to second.

**5/16 Town Mayor’s Declaration of Acceptance of Office**Cllr. Mahi signed the Declaration of Office before the Council.

**6/16 Election of the Deputy Town Mayor** Members were asked to elect the Deputy Town Mayor for the forthcoming year.

 Cllr. P. Hirons was re-elected unopposed.

**7/16 Proposer/Seconder of Deputy Town Mayor at Mayor Making**

 It was agreed that the proposer be Cllr. O’Donoghue and seconder Cllr. Newell.

**8/16 Mayor’s Reception**

To agree the Councillor who will make the speech presenting the Council’s choice of Mayor at the Mayor’s Reception on 20th May 2016 and, if needed, who will make the speech giving the ‘Vote of Thanks’ for the retiring Mayor.

Members felt the proposer should make the speech.

**9/16 Mayor’s Reception**

To agree the Councillor who will make the speech presenting the Council’s choice of Deputy Mayor at the Mayors Reception and, if needed, who will make the speech giving the ‘Vote of Thanks’ for the retiring Deputy Mayor.

 Members felt the proposer should make the speech.

**10/16 (S.O. 2.10.2)**

 To review, amend or confirm the delegation arrangements to committees, sub-committees, employees and other local authorities.

 **Agreed and Noted**

**11/16 (S.O. 2.10.3)**

To review, amend or confirm the terms of reference for committees.

 Members **Agreed** that terms of reference will be presented to the relevant committees for review and brought back to the next Full Council with any recommended amendments.

**12/16 (S.O. 2.10.4)**

 Receipt of nominations to existing committees.

 Members had been asked to complete the appropriate form and bring it to the meeting.

 **Noted and those completed returned.**

Signed …………………………………………. Date ………………………………………

 Town Mayor