

**Bob Gillis  
Town Clerk**

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To all Town Councillors

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12 May 2011

Dear Councillor,

You are hereby summoned to attend the ANNUAL MEETING of the Town Council to be held at Mountfield, Bridport on **Thursday 19 May 2011 at 7:00 PM**, when it is proposed to transact the following business.

Yours sincerely

Town Clerk

The meeting is open to the public

**AGENDA**

1. ELECTION OF TOWN MAYOR (Chairman of the Council)  
for the ensuing Municipal Year 2011/2012.
2. ELECTION OF DEPUTY TOWN MAYOR (Vice-Chairman of the Council)  
for the ensuing Municipal Year 2011/2012.
3. ELECTION OF THE LEADER OF THE TOWN COUNCIL  
for the ensuing Municipal Year 2011/2012.
4. APOLOGIES  
To receive apologies for absence submitted by Members.
5. MINUTES  
To confirm the minutes of the meeting of the Town Council held on  
19 April 2011 (copy herewith).

6. DECLARATIONS OF INTEREST  
To receive any declarations of interest by members
7. MAYOR MAKING  
To confirm the arrangements for the formal mayor making ceremony in accordance with Standing Order 4(d)2 (Town Clerk to report).
8. APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2011/12  
To establish committees, sub-committees and working groups for the ensuing municipal year 2011/12 and agree their terms of reference and delegations as set out in the Town Council's Constitution [ENCL. 2379](#)
9. MEMBERSHIP OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS FOR 2011/12  
To appoint to member level bodies established under item 8 above (proposed memberships will be circulated prior to the meeting).
10. APPOINTMENTS TO OUTSIDE BODIES FOR 2011/2012  
To confirm ongoing appointments to outside bodies and cheque signatories (as attached) and note that all these appointments will be reviewed by the Finance and General Purposes Committee and Council in June.  
[ENCL. 2380](#)
11. STANDING ORDERS AND FINANCIAL REGULATIONS  
To confirm that the Council's existing Standing Orders and Financial Regulations shall apply for 2011/12 as previously adopted.
12. POWER OF WELL BEING  
To agree arrangements to reaffirm eligibility (Town Clerk to report).
13. MEETINGS CALENDAR 2011/2012  
To note the calendar of meetings for 2011/12 as previously adopted (copy previously circulated to all members).
14. STANDING ORDER 14(b)  
Questions, if any, pursuant to Standing Order 14(b)
15. ANNOUNCEMENTS  
To receive Council announcements from the Town Mayor

**The next ordinary meeting of Bridport Town Council will be held on 21 June 2011**