

**Bob Gillis
Town Clerk**

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To all Town Councillors

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10 May 2018

Dear Councillor,

You are asked to attend the ANNUAL MEETING of the Town Council, to be held at the Town Hall, Bridport on **Thursday 17 May 2018 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 2018/19 and receive the declaration of acceptance of office.
2. ELECTION OF DEPUTY TOWN MAYOR (Vice-Chairman of the Council) for the ensuing Municipal Year 2018/19 and receive the declaration of acceptance of office.
3. ELECTION OF THE LEADER OF THE TOWN COUNCIL for the ensuing Municipal Year 2018/19 and receive the declaration of acceptance of office.

(Details of the proceedings for items 1 to 3, set out in [ENCL: 3309](#))

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 24 April 2018 (copy herewith).
6. DECLARATIONS OF INTEREST
To receive any declarations of interest by members.
7. APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2018/19
To establish committees, sub-committees and working groups for the ensuing municipal year 2018/19 and agree their terms of reference and delegations as set out in the Town Council's Constitution, [ENCL: 3310](#).
8. MEMBERSHIP OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS FOR 2018/19
To appoint to member level bodies established under item 7 above (proposed memberships will be circulated prior to the meeting).
9. STANDING ORDERS AND FINANCIAL REGULATIONS
To confirm that the existing Council Standing Orders and Financial Regulations will apply for 2018/19, [ENCL: 3311](#) and [3312](#) and the Town Clerk bring forward proposals to the next Council meeting for inclusion in Standing Orders of a reference to the Rights Respecting Policy.

(Documents for items 7 and 9 are available to view online although hard copies are available for members if requested).
10. MEETINGS CALENDAR 2018/19
To confirm the calendar of meetings for 2018/19 as previously circulated.
11. STANDING ORDER 14(b)
Questions, if any, pursuant to Standing Order 14(b).
12. ANNOUNCEMENTS
To receive such communications as the Town Mayor, [ENCL: 3308](#),
Leader of the Council and the Town Clerk may wish to report to Council.

The next ordinary meeting of Bridport Town Council will be held on 19 June 2018.