



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Paul R Snell
Town Clerk

26 April 2017

Dear Councillor

You are hereby summoned to attend the Annual General Meeting and Mayor Choosing of Okehampton Town Council to be held on Wednesday 10 May 2017 at 12.00 in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Paul R Snell
Town Clerk

AGENDA AND ORDER OF PROCEEDINGS

Welcome by the Mayor then prayers by the Mayor's Chaplain.

1. **To elect the Mayor of Okehampton for the ensuing year.**
2. **To elect the Deputy Town Mayor for the ensuing year.**
3. **Apologies for Absence** - To receive apologies from Members unable to attend.
4. **Town Mayor's Report and Presentations.**
5. **Expenses incurred by the Office of the Mayor** - To endorse the payment of an allowance of £2,500 to defray the expenses attached to this office in pursuance of section 15 (5) of the Local Government Act 1972.
6. **Committees of the Council -**
 - 6.1 To appoint Councillors to the following Committees for the ensuing year:
 - Parks
 - Planning
 - Policy & Resources
 - Property
 - Emergencies - Mayor & Committee Chairs
(See Annex A)

- 6.2 To elect Chairmen and Vice Chairmen to the Committees as follows:
- Parks
 - Planning
 - Policy & Resources
 - Property
 - Emergencies - Mayor *ex officio* Chairman
7. **Working Groups** - To agree representatives to the following Working Groups reporting to the full Council:
- Destination Okehampton
(see Annex B)
8. **Representatives on Other Bodies** - To appoint Councillors as representatives of this authority to other bodies and to agree reporting arrangements.
(See Annex C)
9. **Council and Committee Schedule of Meetings 2017-18** - To consider and agree the schedule of meetings for the ensuing year.
(See Annex D)