



SOUTH MOLTON TOWN COUNCIL

*Mr A. C. Coates
Town Clerk
Town Council Offices
The Amory Centre
125 East Street
South Molton
EX36 3BU*

May 2018

Dear Sir/Madam,

I hereby summon you to attend the Mayor Choosing Ceremony of the South Molton Town Council on Wednesday 16 May 2018 at the Town Hall, South Molton at 7.00pm to transact the business set out in the Agenda within.

Yours faithfully,

*Andrew C. Coates
Town Clerk*

To the Mayor and Councillors, Mayor's Chaplain, Serjeants-at-Mace, Mayor's Constables, and the Mayor's Cadet of South Molton in the County of Devon.

THE MAYOR CHOOSING CEREMONY

OF

SOUTH MOLTON TOWN COUNCIL

AGENDA

Election of Town Mayor of South Molton in the County of Devon for the ensuing Municipal Year.

PROCEDURE

- 6.50pm Distinguished Visitors, other guests and public to be seated in the Town Hall.*
- 6.57pm Members of the Town Council to be seated and sign the Attendance Register.*
- 6.59pm The Bailiff will enter the Town Hall followed by the Mayor and will say:
"Pray silence and be upstanding for the Mayor of South Molton"
The Bailiff will then escort the Mayor to her chair and proceed to the Bailiff's seat*
- 7.00pm The Mayor will call upon the Chaplain to open the meeting with prayer.
Prayers will then be said by the Mayor's Chaplain.
The Town Clerk will now advise the Council of any apologies for absence from members.*

The Mayor, Councillor Mrs C. Lock, will invite Councillor M. F. Way to move the following motion:

“I move that Councillor C. E. Lock be Town Mayor of South Molton for the ensuing Municipal Year”.

The Mayor will invite Councillor M. Bushell to second the motion.

The Mayor will then put the motion to the meeting.

The Mayor will then make the Statutory Declaration of Acceptance of Office in the following terms:

“I, Christine Elizabeth Lock having been elected to the office of Town Mayor of the Council of South Molton hereby declare that I take the said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgement and ability. I undertake to be guided by the Members Code of Conduct.”

The Declaration will be attested by the Town Clerk.

The Mayor will then take the Oath of Allegiance in the following terms:

“I, Christine Elizabeth Lock, do swear by Almighty God, that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, her heirs and successors according to the law. So help me God.”

The Oath of Allegiance will be attested by Councillors D. J. Goodman and S. W. Lock .

** * * * **

At this juncture the Mayor will leave the chamber accompanied by the Consort, preceded by the Serjeants-at-Mace, followed by the Town Clerk, Mayor's Constables and Mayor's Cadet.

After the Mayor has robed and received her Chain of Office, she will enter the chamber together with the Consort, preceded by the Town Clerk and followed by the, Serjeants-at-Mace, Mayor's Constables and Mayor's Cadet.

The Mayor will then address the Council in response to her re-election.

APPOINTMENT OF DEPUTY MAYOR

The Mayor, Cllr C. E. Lock will invite Cllr S. W. Lock to move the following motion:

"I move that Cllr J. Foster be Deputy Mayor of South Molton for the ensuing Municipal Year".

The Mayor, Cllr C. E. Lock, will invite Cllr Goodman to second the motion.

The Mayor will then put the motion to the meeting.

APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor will appoint the Mayor's Chaplain in the following terms:

"I, Christine Elizabeth Lock Town Mayor of South Molton, do hereby appoint Rev Michael Grandey to be Mayor's Chaplain for the ensuing Municipal Year".

APPOINTMENT OF SERJEANTS-AT-MACE

The Mayor will appoint the Serjeants-at-Mace in the following terms:

“I, Christine Elizabeth Lock Town Mayor of South Molton, do hereby appoint Paula Hagley and Karen Nicholls to be Serjeants-at-Mace for the ensuing Municipal Year”.

APPOINTMENT OF MAYOR’S CONSTABLES

The Mayor will appoint the Mayor’s Constables in the following terms:

“I, Christine Elizabeth Lock Town Mayor of South Molton, do hereby appoint David Eldred, Jane Kent, Sheila Kingdon, Michael Morgan, Pauline Palmer and Julia Plummer to be Mayor’s Constables for the ensuing Municipal Year”.

APPOINTMENT OF MAYOR’S CADET

“I, Christine Elizabeth Lock Town Mayor of South Molton, do hereby appoint Harvey Turner as Mayor’s Cadet for the ensuing Municipal Year”.

The Mayor will then declare the meeting closed.

** * * * **

The Mayor and her officers will now leave the chamber.

** * * * **

You are asked to remain in your seats for a few minutes and you will be advised when the Mayor is ready to receive you in the Mayor's Parlour. You will then be able to proceed from the Mayor's Parlour to the New Assembly Room for refreshments.

* * * * *