



# *LOOE TOWN COUNCIL*

*KONSEL TRE LOGH*

THE GUILDHALL, FORE STREET, EAST LOOE PL13 1AA

Tel: 01503 262255

Clerk to the Council: Mrs Anne Frith

VAT Reg: 381 5093 50

1<sup>st</sup> May 2019

To the Councillors of  
Looe Town Council

Ladies and Gentlemen

I am directed by the Mayor to summon you to attend the  
**ANNUAL/TOWN COUNCIL MEETING, during which the  
MAYOR MAKING CEREMONY** will take place in the  
Council Chamber, The Guildhall, Fore Street, East Looe  
On **Monday 13<sup>th</sup> May 2019 at 7.00pm**

This will be immediately followed by the Town Meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Anne Frith', written in a cursive style.

**Mrs Anne Frith**  
**Town Clerk**

## **AGENDA**

### Prayers

1. The Councillors take their places
2. Apologies
3. The Mayor's Address and Presentations
4. Annual Reports from Committee Chairmen
  - .1 Finance and General Purposes
  - .2 Tourism and Amenities
  - .3 Planning and Public Consultation
5. Nominations and Election of Town Mayor for the 2019/2020
6. The Signing and the Declaration of Acceptance of Office by the Mayor-elect followed by the Mayor's Acceptance speech
7. The Mayor's Appointments to Office of:
  - a. The Mayoress
  - b. The Mayor's Chaplain
  - c. The Town Mace Bearers
8. Appointment of Deputy Mayor
9. To confirm the various Council Committees
10. To confirm Council Representatives on Outside Bodies
11. To Adjourn the Annual Council Meeting
12. The Town Meeting:
  - a. The Mayor will address the Meeting
  - b. To Receive Questions from Local Government Electors
  - c. To Close the Annual Town Meeting
  - d. To Retire for Refreshments