

MAYORMAKING
MINUTES OF THE ANNUAL STATUTORY MAYORMAKING MEETING held on
17th MAY 2018 at 11.00am
at
THE GUILDHALL, CHURCH STREET, HARWICH

Present:	<p>The retiring Mayor, Councillor J Brown, in the Chair at the commencement of the meeting Councillor C Powell, in the Chair after election of Mayor, Miss K Powell in her capacity of Mayoress Councillors: S Ashley, B Brown, G Calver, S Fay, M Fowler, I Henderson, J Henderson, D McLeod, P Morrison, F Powell and G Smith</p> <p>The High Steward of Harwich, Mr C Strachan The Clerk to the Council, Ms L Ballard The Assistant Clerk to the Council, Mrs M Townsend Estates Supervisor, Mr P Barrenger Administrative Assistant, Miss S Lenyk Macebearer, Mr F Morrison</p>
Also present:	<p>32 members of the public, Revd Canon Margaret Shaw, Revd Rosie Tallwin, Chief Executive of TDC, Ian Davidson, Deputy Chairman of TDC, Cllr Karen Yallop and her consort Mr Peter Yallop and the Deputy Lord Lieutenant, Nigel Spencer</p>
Prayers	<p>Prayers were said by the Rev. Rosie Tallwin</p>

001/18	<p><u>ELECTION OF MAYOR</u> The Mayor called for nominations for Mayor for the forthcoming year. Councillor P Morrison moved and Councillor M Fowler seconded that Councillor C Powell be elected as Mayor of Harwich for the forthcoming year. The Mayor then called for any further nominations and there being none, Councillors voted unanimously to elect Councillor C Powell. RESOLVED: that Councillor C Powell be elected as Mayor of Harwich. The Mayor then made his Declaration of Acceptance of Office.</p>
002/18	<p><u>APPOINTMENT OF DEPUTY MAYOR</u> The Newly-elected Mayor called for nominations for Deputy Mayor for the forthcoming year. Councillor I Henderson moved and Councillor G Smith seconded that Councillor A Todd be appointed as Deputy Mayor of Harwich for the forthcoming year. The Mayor then called for any further nominations and there being none, Councillors voted unanimously to appoint Councillor A Todd. RESOLVED: that Councillor A Todd be appointed as Deputy Mayor. The Deputy Mayor then made his Declaration of Acceptance of Office.</p>

003/18	<u>APOLOGIES FOR ABSENCE</u> Cllrs Struth and Urwin.
004/18	<u>MAYOR'S CHAPLAIN</u> The Mayor announced the appointment of the Revd Rosie Tallowin as his Chaplain for the forthcoming year.
005/18	<u>MAYOR'S THANKS FOR ELECTION</u> The Mayor returned thanks for his election. .
006/18	<u>THE MAYORESS</u> The Mayoress, Miss Kate Powell, was invested by the Mayor with her chain of office. The Mayoress gave her response and announced her chosen charities for the forthcoming year, Harwich HomeStart Harwich and Harwich Age Concern.
007/18	<u>APPOINTMENT OF OFFICERS, COMMITTEES AND REPRESENTATIVES FOR THE FORTHCOMING YEAR</u> Councillor S Fay moved and Councillor M Fowler seconded that the appointment of Officers, Committees and Representatives for the ensuing year, as recommended by the Council at an informal meeting on 25 th April 2018, be approved. RESOLVED: To approve the appointments as listed in Appendix A.
008/18	<u>MEETINGS OF THE COUNCIL</u> Councillor J Henderson moved and Councillor A Todd seconded that the meetings of the Council, in accordance with Standing Orders 1-3, be approved. RESOLVED: To agree Council meetings as listed in Appendix B.
009/18	<u>AUTHORISATION OF PAYMENTS</u> Councillor A Todd moved and Councillor J Brown seconded that the Clerk be authorised to pay invoices under Financial Regulations. RESOLVED: To grant authorisation.
010/18	<u>VOTE OF THANKS TO THE RETIRING MAYOR AND MAYORESS</u> Councillor S Ashley gave a sincere vote of thanks to the retiring Mayor and Mayoress for their services during their term of office.
011/18	<u>RESPONSE OF THE RETIRING MAYOR</u> Councillor J Brown replied to the vote of thanks and gave recognition of the support received over the last year. He presented the Administrative Assistant, Estates Supervisor, Asst. Clerk and Clerk with a gift to show his appreciation of their support.

The Mayor closed the meeting at 11.32am

TOWN MAYOR AND CHAIRMAN

DATE

APPENDIX A

TO: THE TOWN COUNCIL OF THE SAID TOWN

Recommendations made at an informal meeting of the Town Council held at the Guildhall Harwich, Essex on 25th April 2018 to be ratified at the Annual Mayor Making Meeting on 17th May 2018

--

1) That the following appointments be made for the ensuing year:

- | | |
|-----------------------------------|-----------------------------|
| a) MAYOR | Cllr C Powell |
| b) <u>DEPUTY MAYOR</u> | Cllr A Todd |
| c) <u>SERGEANT-AT-MACE</u> | Mr F Morrison and Mr J Ford |

2) The following committees be appointed for the ensuing year:

COMMITTEE

TOWN PLANNING

(as agreed)

CHAIRMAN : Cllr A Todd - Chair

THE WHOLE COUNCIL

(Six members shall constitute a quorum)

ALLOTMENTS

(Every two months)

CHAIRMAN: Cllr A Todd

CLLRS (7)

Cllr J Brown

Cllr G Calver

Cllr S Fay

Cllr J Henderson

Cllr D McLeod

Cllr P Morrison

Cllr F Powell

Site Representatives invited to attend (7max)

FINANCE AND GENERAL PURPOSES

(Every two months)

CHAIRMAN: Cllr P Morrison

CLLRS (7)

Cllr S Ashley

Cllr B Brown

Cllr G Calver

Cllr M Fowler

Cllr J Henderson

Cllr F Powell

Cllr M Urwin

ENVIRONMENT AND COMMUNITY

(Every two months)

CHAIRMAN: Cllr M Fowler

CLLRS (7)

Cllr J Brown

Cllr S Fay

Cllr I Henderson

Cllr D McLeod

Cllr P Morrison

Cllr F Powell

Cllr G Smith

Both the Mayor and Deputy Mayor will sit on each committee as ex-officio members. They will retain the same voting rights as any other committee member.

3) That the following representatives be appointed for the ensuing year or for the period specified:

CHARITIES AND ASSOCIATIONS

Age Concern	Cllr D McLeod
Ark Family Resource Centre	Cllr P Morrison
Henry Smith's Charity (Ancient Parish of Dovercourt) Reg No. 246792	Cllr S Fay
Harwich and District Community Association	Cllr M Fowler
Harwich and District Community Crime Prevention Panel	Mayor
Harwich & Dovercourt Tourism Group	Cllr I Henderson/Cllr C Powell
Harwich Community Consortium	Cllr I Henderson
Harwich Conservation Panel	Cllr M Fowler
Harwich Festival Committee	Cllr D McLeod
Harwich Harbour Foot Ferry Partnership	Cllr I Henderson
Harwich Mayflower Project	Mayor
Merchant Navy Welfare Board	Cllr A Todd
Neighbourhood Networking Meetings	Mayor and the Clerk
Petrochem/Carless Environmental Liaison Committee	Cllr M Fowler/Cllr C Powell
Royal British Legion Services Committee	Cllr P Morrison
TDC Parish & Town Council Community Resilience Meetings	Cllr C Powell
Teen Talk (Harwich)	Cllr J Henderson
Tendring District Association of Local Councils	Cllr D McLeod
Tendring District Council Transport Liaison Group	Cllr S Fay
Tendring Older People's Forum	Cllr D McLeod
Parish Transport Meeting	Cllr S Fay
Port Liaison Committee	Cllr M Fowler Cllr P Morrison Cllr C Powell Cllr A Todd
Essex Coastal Forum (Circulation list only)	

CONTACTS FOR EXTERNAL ORGANISATIONS:

Floodline	Mayor Deputy Mayor Clerk Estates Supervisor
TDC Emergency Planning Team	Mayor Deputy Mayor Clerk

APPENDIX B

HARWICH TOWN COUNCIL – 2017/2018 TIMETABLE OF MEETINGS

DATE	MEETING	VENUE	TIME
Thurs 17 th May 2018	Annual Meeting and Mayor Making	Guildhall, Church Street	11.00am
Tues 22 nd May 2018	Planning	Guildhall, Church Street	6.30pm
Thurs 29 th May 2018	Allotments	Guildhall, Church Street	7.00pm
Tues 5 th Jun 2018	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Tues 12 th Jun 2018	E & C	Guildhall, Church Street	7.00pm
Thurs 21 st Jun 2018	F & GP	Guildhall, Church Street	7.00pm
Wed 27 th Jun 2018	Planning	Guildhall, Church Street	6.30pm
Tues 17 th Jul 2018	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 19 th Jul 2018	Allotments	Guildhall, Church Street	7.00pm
Tues 31 st Jul 2018	F & GP	Guildhall, Church Street	7.00pm
Tues 7 th Aug 2018	Planning	Guildhall, Church Street	6.30pm
Tues 4 th Sep 2018	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 13 th Sep 2018	E & C	Guildhall, Church Street	7.00pm
Tues 18 th Sep 2018	Allotments	Guildhall, Church Street	7.00pm
Tues 25 th Sep 2018	Planning F & GP	Guildhall, Church Street	6.30pm 7.00pm
Wed 17 th Oct 2018	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 1 st Nov 2018	E & C	Guildhall, Church Street	7.00pm
Tues 6 th Nov 2018	Planning	Guildhall, Church Street	6.30pm
Tues 13 th Nov 2018	Allotments	Guildhall, Church Street	7.00pm
Thurs 22 nd Nov 2018	F & GP	Guildhall, Church Street	7.00pm
Wed 28 th Nov 2018	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm

Tues 11th Dec 2018	E & C	Guildhall, Church Street	7.00pm
Tues 18th Dec 2018	Planning	Guildhall, Church Street	6.30pm
Tues 8th Jan 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 17th Jan 2019	Allotments	Guildhall, Church Street	7.00pm
Wed 23rd Jan 2019	F & GP	Guildhall, Church Street	7.00pm
Tues 29th Jan 2019	Planning	Guildhall, Church Street	6.30pm
Thurs 14th Feb 2019	E & C	Guildhall, Church Street	7.00pm
Tues 26th Feb 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Wed 20th Mar 2019	Planning F & GP	Guildhall, Church Street	6.30pm 7.00pm
Thurs 28th Mar 2019	Allotments	Guildhall, Church Street	7.00pm
Tues 2nd Apr 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Tues 16th Apr 2019	Annual Parish Meeting	Guildhall, Church Street	7.00pm
Tues 23rd Apr 2019	Planning	Guildhall, Church Street	6.30pm
Thurs 25th Apr 2019	E & C	Guildhall, Church Street	7.00pm
Tues 14th May 2019	Planning	Guildhall, Church Street	6.30pm
Thurs 23rd May 2019	Annual Meeting and Mayor Making	Guildhall, Church Street	11.00am