

HARWICH TOWN COUNCIL

The Guildhall, Church Street,
Harwich, Essex CO12 3DS

Telephone: 01255 507211 email: info@harwichtowncouncil.co.uk

MAYORMAKING

**MINUTES OF THE ANNUAL STATUTORY & MAYORMAKING MEETING held on
23rd MAY 2019 at 11.00am
at
THE GUILDHALL, CHURCH STREET, HARWICH**

Present:	<p>The retiring Mayor, Councillor C Powell, in the Chair at the commencement of the meeting Councillor A Todd, in the Chair after election of Mayor, Mrs S Todd in her capacity of Mayoress Councillors: Chant, Calver, Davidson, Fay, Fowler, I Henderson, J Henderson, McLeod, Morrison, Richardson, Saunders, D Smith and G Smith.</p> <p>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 J Ford</p>
Also present:	28 members of the public, Revd Canon Margaret Shaw, Revd Rosie Tallowin
Prayers	Prayers were said by the Rev. Rosie Tallowin

001/19	<p><u>ELECTION OF MAYOR</u> The Mayor called for nominations for Mayor for the forthcoming year. Councillor I Henderson moved, and Councillor G Smith seconded that Councillor A Todd 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 A Todd. RESOLVED: that Councillor A Todd be elected as Mayor of Harwich. The Mayor then made his Declaration of Acceptance of Office.</p>
002/19	<p><u>APPOINTMENT OF DEPUTY MAYOR</u> The Newly elected Mayor called for nominations for Deputy Mayor for the forthcoming year. Councillor Fowler moved and Councillor Davidson seconded that Councillor I Henderson 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 I Henderson. RESOLVED: that Councillor I Henderson be appointed as Deputy Mayor. The Deputy Mayor then made his Declaration of Acceptance of Office.</p>
003/19	<p><u>APOLOGIES FOR ABSENCE</u> Cllr Ferguson.</p>

004/19	<u>MAYOR'S CHAPLAIN</u> The Mayor announced the appointment of the Revd Canon Margaret Shaw as his Chaplain for the forthcoming year.
005/19	<u>MAYOR'S THANKS FOR ELECTION</u> The Mayor returned thanks for his election.
006/19	<u>THE MAYORESS</u> The Mayoress, Mrs Sylvia Todd, was invested by the Mayor with her chain of office and presented her and her daughter with bouquets. The Mayoress announced her chosen charities for the forthcoming year, The Dovercourt & Harwich Hub, The Ark Family Resource Centre, Teen Talk and local Dementia and Alzheimer's groups (via CVST).
007/19	<u>APPOINTMENT OF OFFICERS, COMMITTEES AND REPRESENTATIVES FOR THE FORTHCOMING YEAR</u> Councillor D Smith moved, and Councillor B Davidson seconded that the appointment of Officers, Committees and Representatives for the ensuing year, as recommended by the Council at an informal meeting on 14 th May 2019, be approved. RESOLVED: To approve the appointments as listed in Appendix A.
008/19	<u>MEETINGS OF THE COUNCIL</u> Councillor M Saunders moved, and Councillor S Fay seconded that the meetings of the Council, in accordance with Standing Order 3, be approved. RESOLVED: To agree Council meetings as listed in Appendix B.
009/19	<u>AUTHORISATION OF PAYMENTS</u> Councillor S Richardson moved, and Councillor P Morrison seconded that the Clerk be authorised to pay invoices under Financial Regulations. RESOLVED: To grant authorisation.
010/19	<u>VOTE OF THANKS TO THE RETIRING MAYOR AND MAYORESS</u> Councillor P Morrison gave a sincere vote of thanks to the retiring Mayor and Mayoress for their services during their term of office.
011/19	<u>RESPONSE OF THE RETIRING MAYOR</u> Councillor C Powell 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 11.49am

TOWN MAYOR AND CHAIRMAN

DATE

TOWN OF HARWICH

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 14th May 2019 to be ratified at the Annual Mayor Making Meeting on 23rd May 2019.

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

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|-----------------------------------|------------------|
| a) MAYOR | Cllr A Todd |
| b) <u>DEPUTY MAYOR</u> | Cllr I Henderson |
| c) <u>SERGEANT-AT-MACE</u> | Mr J Ford |

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

COMMITTEE

TOWN PLANNING

(Every 3 weeks)

CHAIRMAN : Cllr I Henderson

THE WHOLE COUNCIL

(Six members shall constitute a quorum)

ALLOTMENTS

(4 times a year)

CHAIRMAN: Cllr A Todd

CLLRS (7)

Cllr G Calver

Cllr D Chant

Cllr B Davidson

Cllr S Fay

Cllr P Morrison

Cllr S Richardson

Cllr D Smith

Site Representatives invited to attend

(7max)

FINANCE AND GENERAL PURPOSES

(Quarterly)

CHAIRMAN: Cllr P Morrison

CLLRS (7)

Cllr G Calver

Cllr S Fay

Cllr J Henderson

Cllr C Powell

Cllr S Richardson

Cllr D Smith

Cllr G Smith

ENVIRONMENT AND COMMUNITY

(Quarterly)

CHAIRMAN: Cllr M Fowler

CLLRS (7)

Cllr B Davidson

Cllr S Fay

Cllr T Ferguson

Cllr D McLeod

Cllr C Powell

Cllr M Saunders

Cllr D 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 Conservation Panel	Cllr M Fowler
Harwich Festival Committee	Cllr B Davidson
Harwich Harbour Foot Ferry Partnership	Cllr C Powell
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 D Chant
TDC Parish & Town Council Community Resilience Meetings TBC	
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 Authority 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

COUNCIL MEETING DATES

Date	Meeting	Venue	Time
Thurs 23 rd May 2019	Annual Meeting and Mayor Making	Guildhall, Church Street	11.00am
Tues 4 th June 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 6 th June 2019	Allotments	Guildhall, Church Street	7.00pm
Tues 25 th June 2019	Planning And F&GP	Guildhall, Church Street	6.30pm 7.00pm
Thurs 27 th June 2019	E&C	Guildhall, Church Street	7.00pm
Tues 16 th July 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Tues 23 rd July 2019	Allotments	Guildhall, Church Street	7.00pm
Tues 6 th August 2019	Planning	Guildhall, Church Street	6.30pm
Tues 3 rd September 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Tues 17 th September 2019	E&C	Guildhall, Church Street	7.00pm
Tues 24 th September 2019	Planning	Guildhall, Church Street	6.30pm
Mon 30 th September 2019	F&GP	Guildhall, Church Street	7.00pm
Tues 15 th October 2019	Planning and Full Council	Guildhall, Church Street	6.30pm 7.00pm
Thurs 7 th November 2019	Allotments	Guildhall, Church Street	7.00pm
Wed 27 th November 2019	Planning and Full Council	Guildhall, Church Street	6.30pm
Tues 3 rd December 2019	E&C	Guildhall, Church Street	7.00pm
Tues 10 th December 2019	Planning And F&GP	Guildhall, Church Street	6.30pm 7.00pm
Tues 7 th January 2020	Planning and Full Council	Guildhall, Church Street	6.30pm
Tues 28 th January 2020	Planning	Guildhall, Church Street	6.30pm
Tues 25 th February 2020	Planning and Full Council	Guildhall, Church Street	6.30pm
Tues 17 th March 2020	Planning	Guildhall, Church Street	6.30pm
Tues 24 th March 2020	Allotments	Guildhall, Church Street	7.00pm
Thurs 26 th March 2020	F&GP	Guildhall, Church Street	7.00pm

Wed 8 th April 2020	Planning	Guildhall, Church Street	6.30pm
Thurs 23 rd April 2020	E&C	Guildhall, Church Street	7.00pm
Wed 29 th April 2020	Planning and Annual Parish Meeting	Guildhall, Church Street	6.30pm 7.00pm
Tues 12 th May 2020	Planning	Guildhall, Church Street	6.30pm
Thurs 21 st May 2020	Annual Meeting and Mayor Making	Guildhall, Church Street	11.00am