



**LISKEARD TOWN COUNCIL**  
**ANNUAL GENERAL MEETING AND ELECTION OF MAYOR**

**ORDER OF PROCEEDINGS**

**22 May 2024**

1. All invited guests will take their places in the Main Public Hall, by 7.00pm on Wednesday 22 May 2024
2. The Town Crier announces the Honoured Burgesses, visiting Mayors and the Town Council
3. The Town Crier announces the Mayor and Deputy Mayor, the Town Clerk and the Mayor's Chaplain, led by the Town Crier and Mace Bearers, the procession will enter and take their allotted places
4. The Town Crier announces the meeting
5. The Mayor will invite Chaplain Kevin Grant to say Prayers and everyone to join him to sing the National Anthem
6. The Town Clerk will give Apologies
7. The Mayor, Councillor Simon Cassidy, will welcome everyone to the meeting and present his bravery commendations.
8. The Mayor, Councillor Simon Cassidy, will call upon the Council to elect the Mayor and Chair of the Council for the ensuing Year  
  
Councillor **Simon Cassidy** will nominate Councillor **Christina Whitty**  
Councillor **Nick Craker** will second the nomination and the Council will RESOLVE that Councillor **Christina Whitty** is elected Mayor for 2024-2025
9. The Town Clerk will declare that Councillor Christina Whitty is elected Mayor and Chair of the Council for the year 2024-2025
10. The Mayor, Councillor Christina Whitty, will take the Oath of Allegiance, sign the Declaration of Acceptance of Office and receive the Maces
11. The Mayor, Councillor Christina Whitty, will:
  - a. appoint the Town Sergeant and Sergeant of Mace Daniel Keddle (apologies sent)
  - b. appoint the Mace Bearers Rose Ramwell and Ethan Mort.
  - c. the Town Clerk will present the Maces to the Mayor who will present the maces to the mace bearers

- d. appoint their Chaplain Theresa Conway (apologies sent)
12. The Mayor, Councillor Christina Whitty, will call upon the Council to elect the Deputy Mayor and Vice Chair of the Council for the ensuing Year 2024-2025
- Councillor **Lori Reid** will nominate Councillor **Julian Smith**  
Councillor **Tracy Adams** will second the nomination and the Council will RESOLVE that Councillor **Julian Smith** is elected Deputy Mayor for 2024-2025
13. The Mayor, Councillor Christina Whitty, will declare that Councillor Julian Smith is elected Deputy Mayor and Vice Chair of the Council for the year 2024-2025
14. The Deputy Mayor, Councillor Julian Smith, will take the Oath of Allegiance and sign the Declaration of Acceptance of Office at a future meeting of the Council to be confirmed
15. The Retiring Mayor, Councillor Simon Cassidy, will make a speech and make his Mayor's Charity and other presentations.
16. The Town Clerk will announce that the Mayoral Procession will retire for photographs and that there will be a musical interlude with 'I Thought I Couldn't Sing'
17. The Mayoral Procession returns to the stage
18. The Mayor, Councillor Christina Whitty, will make her acceptance speech, thanking the previous Council and will present gifts to the outgoing Mayor
19. The Mayor will Present the George Vaughan-Ellis Trophy
20. The Mayor will call upon the Council to appoint the Committees and Representatives for the forthcoming year
21. Councillor Rachel Brooks will propose and Councillor Annette Lee-Julian will second and the Council will RESOLVE that the Members as listed serve on the Council's Committees and represent the Council on outside bodies for the ensuing year
22. Councillor Annette Lee-Julian will propose and Councillor Rachel Brooks will second and the Council will RESOLVE that Liskeard Town Council meets the eligibility criteria and retains the General Power of Competence as defined by the Localism Act 2011
23. Councillor ?? will propose and Councillor ?? will second and the Council will RESOLVE that the Standing Orders (including the Scheme of Delegation) and Financial Regulations are adopted and shall remain unaltered except by due process
24. The Town Clerk will announce the Statutory Meetings of the Council
25. All to Sing 'Trelawney'
26. The Town Crier will close the meeting and invite guests to congratulate the Mayor and partake of refreshments