

9 May 2025

Dear Members

Annual Council Meeting

I hereby give notice that a meeting of the Council will be held in the **Gatehouse Theatre, Eastgate Street, Stafford** on **Saturday 17 May 2025 at 10.30am** to deal with the business as set out on the agenda.



Tim Clegg
Chief Executive

ANNUAL COUNCIL MEETING - 17 MAY 2025

Mayor, Councillor Frank James

AGENDA

1 Election of Mayor

There will follow a short recess

2 Installation of Mayor and Consort

- (a) Declaration of Acceptance of Office and Oath of Allegiance
- (b) Address to the newly elected Mayor
- (c) The Mayor's response and appointment of Chaplain
- (d) Retiring Mayor to invest the Mayor's Consort with the Badge of Office
- (e) Vote of thanks to Retiring Mayor and Mayoress
- (f) Retiring Mayor's response
- (g) Presentation of Insignia to retiring Mayor and Mayoress

3 Election of Deputy Mayor

4 Installation of Deputy Mayor and Deputy Mayoress

- (a) The Mayor to invest the new Deputy Mayor with the Chain of Office
- (b) Address to the newly elected Deputy Mayor
- (c) Deputy Mayor's response
- (d) The Mayor's Consort to invest the new Deputy Mayoress with the Badge of Office
- (e) Vote of Thanks to Retiring Deputy Mayor and Deputy Mayoress
- (f) Retiring Deputy Mayor's response
- (g) Presentation of Insignia to retiring Deputy Mayor and Deputy Mayoress

**5 Approval of the Minutes of the meeting of the Council held on 8 April
2025 as previously circulated**

A handwritten signature in black ink, reading "Tim Clegg". The signature is written in a cursive, flowing style.

Tim Clegg
Chief Executive

Civic Centre
Riverside
Stafford
ST16 3AQ

9 May 2025

**NOTE: Members and Guests are asked to remain in their seats at the
conclusion of the meeting and await further instructions from the
Head of Law and Governance.**