



PLEASE NOTE THAT PRAYERS WILL BE HELD AT 6.50PM BEFORE THE COMMENCEMENT OF THE BUSINESS OF THE COUNCIL.

THE MAYOR REQUESTS THAT ANY MEMBER WISHING TO PARTICIPATE IN PRAYERS BE IN ATTENDANCE IN THE COUNCIL CHAMBER BY NO LATER THAN 6.45PM.

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the ***Council Chamber, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG*** on ***Wednesday, 18th May, 2016*** at ***7.00 pm***.

B U S I N E S S

1 APOLOGIES

To receive any apologies from Members.

2 MINUTES

(Pages 7 - 12)

To consider the minutes of the previous meeting (24/02/2016)

3 DECLARATIONS OF INTEREST

To receive declarations of interest from Members on items contained within this agenda.

4 ELECTION OF MAYOR 2016/17

When the Mayor has declared the result of the election, the Mayor preceded by the Mace Bearers, will retire to the Mayor's Parlour accompanied by the following:-

- Retiring Mayoress
- Retiring Consort
- Retiring High Constable
- Retiring Chaplain
- Chief Executive
- Mayor Designate
- Consort designate
- High Constable designate
- Chaplain designate

The incoming Mayor will then be robed and invested with the chain of office. The Mayoral party will then return to the Council Chamber in the following order:-

- Mace Bearers
- Mayor
- Consort designate
- Chief Executive
- High Constable designate
- Chaplain designate
- Retiring Mayoress
- Retiring Consort
- Retiring High Constable
- Retiring Chaplain

The Mayor will take the chair and make the declaration of acceptance of office.

5 APPOINTMENT OF DEPUTY MAYOR 2016/17

Following the appointment of the Deputy Mayor, he/she will make the declaration of acceptance of office.

6 MAYORAL APPOINTMENTS

The Mayor will announce the appointment of his/her:

Consort
High Constable
Chaplain
Mace Bearers

7 MAYORAL ADDRESS

To receive the Mayoral address.

8 VOTE OF THANKS TO THE RETIRING MAYOR AND CONSORT

In appreciation of their services during the past year, the retiring Mayor and Consort will be presented with their badges.

9 RESPONSE OF THE RETIRING MAYOR AND SUMMARY OF THE MAYORAL YEAR

Retiring Mayor's response.

10 MAYOR'S ANNOUNCEMENTS

To receive the Mayor's announcements of forthcoming events.

11 APPOINTMENT OF DEPUTY LEADER AND CABINET

The Leader will report the appointment of his/her Cabinet and Deputy Leader for 2016/17

**12 APPOINTMENT OF COMMITTEES, CHAIRS AND VICE-CHAIRS
2016/2017**

To appoint Members to committees.

**13 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES (Pages 13 - 18)
2016/2017**

The Council is requested to review its representation on outside bodies for 2016/2017.

In the case of any appointments made by office rather than by name, in the event of any change to the office holder these will automatically transfer to the new incumbent.

14 Review of the Constitution for the 2016/17 Municipal Year (Pages 19 - 20)

15 REPORT - MEMBERS ALLOWANCES (Pages 21 - 32)

To consider a report on Members Allowances.

16 CALENDAR OF MEETINGS 2016/17 (Pages 33 - 42)

To receive the Calendar of Meetings for 2016/17.

17 STANDING ORDER 18 - URGENT BUSINESS

To consider any communications which pursuant to Standing Order No18 are, in the opinion of the Mayor, of an urgent nature and to pass thereon such resolutions as may be deemed necessary.

18 DISCLOSURE OF EXEMPT INFORMATION

To resolve that the public be excluded from the meeting during consideration of the following report(s) as it is likely that there will be disclosure of exempt information as defined in paragraphs 1, 2 and 3 in Part 1 of Schedule 12A of the Local Government Act 1972.

Yours faithfully

A handwritten signature in black ink, consisting of a horizontal line followed by a stylized, cursive signature.

Chief Executive

NOTICE FOR COUNCILLORS

1. Fire/Bomb Alerts

In the event of the fire alarm sounding, leave the building immediately, following the fire exit signs. Do not stop to collect personal belongings, do not use the lifts.

Fire exits are to be found either side of the rear of the Council Chamber and at the rear of the Public Gallery.

On exiting the building Members, Officers and the Public must assemble at the car park at the rear of the Aspire Housing Office opposite to the Civic Offices. DO NOT re-enter the building until advised to by the Controlling Officer.

2. Attendance Record

Please sign the Attendance Record sheet, which will be circulating around the Council Chamber. Please ensure that the sheet is signed before leaving the meeting.

3. Mobile Phones

Please switch off all mobile phones before entering the Council Chamber.

4. Tea/Coffee

Refreshments will be available at the conclusion of the meeting, or in the event of a break occurring, during that break.

5. Notice of Motion

A Notice of Motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council. Further information on Notices of Motion can be found in Section 5, Standing Order 20 of the Constitution of the Council.

