

**MINUTES**  
**OF**  
**THE HERTFORD TOWN COUNCIL ANNUAL MEETING**  
**HELD IN THE COUNCIL CHAMBER, COUNTY HALL, HERTFORD**  
**ON**  
**THURSDAY 19 MAY 2016 AT 7.30PM**

PRESENT:

The Mayor, Councillor Dr L Radford

The Deputy Mayor, Councillor Mrs S Dunkley

Councillors: Mrs R Bolton, P Boyle, S Cousins, R Deering, M Deards,  
Dr J Downs, Mrs S Dunkley, Miss C Geall, Mrs B Haddock, Mrs S  
Newton, P Ruffles, Mrs S Rutland Barsby, Miss J Sartin and Miss M  
Tybinka

Town Clerk Mr J Whelan  
Civic Administration Manager, Ms T Carpenter  
Mayor's Secretary, Ms N Milton  
Finance Assistant, Mrs P A Chappell  
Customer Services Assistant, Miss J Haynes  
TTIC Assistant, J Lewis  
Facilities Officer, K Riddles

**1. ELECTION OF MAYOR FOR THE ENSUING MUNICIPAL YEAR**

Councillor Mrs S Rutland Barsby moved and Councillor R Deering seconded that:

Councillor Dr Linda Elisabeth Radford of 81 Mandeville Road, Hertford be and is hereby elected Chairman of the Council with the style of Town Mayor for the ensuing municipal year and until her successor shall accept office and make and subscribe the required declaration.

The proposal was carried. A copy of Cllr Mrs Rutland Barsby speech forms part of the minutes – **Appendix A.**

**2. DECLARATION AND ACCEPTANCE OF OFFICE.**

Councillor Dr Radford made and signed the formal Declaration and Acceptance of Office and then retired to put on the Mayoral Robe and Chain of Office.

**3. OATH OF ALLEGIANCE AND MAYOR'S OATH**

The newly elected Mayor took the Oath of Allegiance and the Mayor's Oath.

**4. THE MAYOR'S SPEECH**

The Mayor thanked her proposer and seconder and her fellow Councillors for supporting the proposal. A copy of her speech forms part of the minutes – **Appendix B.**

**5. ELECTION OF DEPUTY MAYOR**

The Mayor, Councillor Dr Radford moved and Councillor Dr Downs seconded that Councillor Mrs S Dunkley be elected Deputy Mayor for the ensuing municipal year.

**6. RESPONSE BY DEPUTY MAYOR**

Councillor Mrs Dunkley thanked her fellow Councillors for the nomination which she was pleased to accept.

**7. APPOINTMENT OF THE MAYOR'S CHAPLAIN**

The Mayor, Cllr Dr Radford proposed and Cllr Mrs Dunkley seconded the appointment of The Rev'd. Father Terrence Phipps as Mayor's Chaplain for the ensuing municipal year.

**8. REPORT ON THE RESULTS OF THE RECENT TOWN COUNCIL BY ELECTION**

The Town Clerk read out the results of the recent Town Council by election

9. **APPOINTMENT OF STANDING COMMITTEES AND SUB COMMITTEES FOR 2016/17**

Councillor A Stevenson proposed and Councillor Mrs B Haddock seconded the Appointment of Standing Committees and Sub Committees for the ensuing municipal year. This proposal was carried – **Appendix C**

10. **NOMINATION OF LEADER OF THE COUNCIL FROM THE MAJORITY POLITICAL GROUP**

Councillor Miss C Geall proposed and Councillor Miss J Sartin seconded the nomination of Councillor Mrs S Newton as Leader of the Council. The proposal was carried.

Councillor Mrs Newton outlined the Council's programme for the year. A copy of her speech forms part of the minutes – **Appendix D**

11. **APPOINTMENT OF DEPUTY LEADER**

Councillor P Ruffles proposed and Councillor Mrs S Newton seconded the nomination that Councillor Miss J Sartin be elected Deputy Leader

12. **APPOINTMENTS AND NOMINATIONS TO OUTSIDE BODIES**

Councillor S Cousins proposed and Councillor Miss M Tybinka seconded the appointments and nominations to outside bodies. .

The following was carried:

- (1) The schedule of appointments and nominations on the schedule attached as **Appendix E** be adopted.
- (2) New appointments be considered at the end of their term of appointment or sooner if a former Councillor or appointee resigned their post.

13. **DATES, TIMES AND PLACE OF MEETINGS OF THE COUNCIL FOR THE YEAR**

Councillor M Deards proposed and Councillor P Boyle seconded dates, times and place of meetings (subject to the requirement for any additional meetings) for the forthcoming year – **Appendix F**

14. **RISING OF THE COUNCIL**

The Mayor, Councillor Dr Radford declared the meeting at an end.