



## NOTICE

You are summoned to the Annual Meeting of Southwold Town Council which will be held on **Tuesday 7<sup>th</sup> May 2024 at 6.00pm** at Southwold Town Hall, Market Place, Southwold.

Signed

Dated 30<sup>th</sup> April 2024

1. **Town Mayor:** to elect a Chairman called the Town Mayor for 2024/2025  
Declaration of Acceptance of Office of Chairman to be signed.
2. **Apologies:** to receive apologies for absence.
3. **Deputy Town Mayor:** to elect a Vice-Chairman, called the Deputy Town Mayor, for 2024/2025
4. **Declarations of Interest:**
  - a) To receive Declarations of Interest on matters on the agenda.
  - b) To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.
5. **Standing Orders:** *to suspend standing orders for consideration of the following:* a) To receive comments from Southwold electors on matters on the agenda (each *elector will be allowed a maximum of 3 minutes*). *The purpose of the meeting is for Councillors to discuss Town Council business and whilst the attendance of residents is welcomed, they are not allowed to join in the discussions of the Councillors.*  
*During each meeting the Council will adjourn for a period for public questions. During this time, electors can put questions to the Chairman regarding matters on the agenda. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.*
6. **Diary Dates**

*Town Mayor*

  - Charter Fair money to schoolchildren
  - Ipswich Guided Walk & Curry Dinner – 5<sup>th</sup> May 2024
  - Rotary Club Information Evening – 5<sup>th</sup> June 2024

*Councillors*

  - Photo shoot at Enterprise Hub – 20<sup>th</sup> May 2024
  - Opening of Charter Fair – 11.45am. 30<sup>th</sup> May 2024
  - Charter Lunch – Thursday 30<sup>th</sup> May 2024 12pm
  - Commemoration Service for 80<sup>th</sup> Anniversary of D-Day – Thursday 6<sup>th</sup> June 2024 7pm at St Edmunds Church.
  - Civic Songs of Praise – Sunday 23<sup>rd</sup> June 2024 11am
7. **Date of next Town Council Meeting:** Tuesday 28<sup>th</sup> May 2024 at 7.30pm.