

To all Members

*Direct Line:* (01536) 534391  
*Email:* amynimmo@kettering.gov.uk  
*Our Ref:* AN  
*Your Ref:*  
*Date:* 9<sup>th</sup> May 2017

Dear Councillor

You are summoned to attend the ANNUAL MEETING of the BOROUGH COUNCIL, to be held in the **Kettering Conference Centre, Thurston Drive, Kettering** on Wednesday 17<sup>th</sup> May 2017 at **6.30 pm**.

Yours faithfully

A handwritten signature in black ink that reads "David Cook". The signature is written in a cursive style with a large, looping initial "D".

Chief Executive

### **AGENDA**

1. Apologies
2. Election of Mayor
3. Appointment of Deputy Mayor
4. Appointment of Mayor's Chaplain
5. Appointment of Mayor's Cadet
6. The minutes of the meeting of the Council held on 26<sup>th</sup> April 2017 to be approved as a correct record and signed by the Mayor
7. Declarations of Interest
  - (a) Personal
  - (b) Prejudicial
8. To receive announcements from the Mayor.

9. To receive any report of the Chief Executive
10. To receive notification of the appointment of Leader of the Opposition.
11. To decide the allocation of seats (and substitutes) to Committees (*to follow*)
12. To approve a Programme of Ordinary Meetings for 2017/18 and to appoint members (including Chairs and Deputy Chairs) to committees, sub-committees (*to follow*)
13. To appoint councillors to serve on outside bodies (*to follow*).
14. To appoint councillors to the Swimming Pool Task and Finish Group
15. Chief Executive – David Cook, MBE – Recognition for being Kettering Borough Council's Chief Executive for the past 17 years  
*(Kettering Borough Council's longest serving Chief Executive who leaves the authority in June 2017)*
16. Any other items of business the Mayor considers to be urgent.

9.5.17

## **Fire Alarm**

All meetings shall be adjourned immediately on the sounding of the fire alarm. On hearing the alarm please leave the building by the nearest emergency exit. Please do not return to the building until you are told it is safe to do so by a Council employee or employee of Kettering Conference Centre.

## **No Smoking**

Smoking is not permitted in the Kettering Conference Centre.

## **Reporting on Meetings of the Council**

Members of the press and public are entitled to report on meetings of the Council, Committees and the Executive, except in circumstances where they have been excluded in accordance with national rules.

If you wish to report on this meeting, please telephone 01536 534191 or email [democracy@kettering.gov.uk](mailto:democracy@kettering.gov.uk) at least two days before the meeting to enable the Council to provide reasonable facilities for you to do so. Failure to advise the Council of your intention may mean the necessary facilities will not be available.

If you are planning to attend, and do not wish to be recorded or photographed, please inform the Chair at the start of the meeting. The Protocol for members of the public wishing to film and report on meetings is available on Kettering Borough Council's website at:

<http://www.kettering.gov.uk/recordingmeetings>