

CEREMONY FOR THE APPOINTMENT OF HONORARY ALDERMAN, SPECIAL COUNCIL MEETING, 13 SEPTEMBER 2023

1. Robes for Councillors and Honorary Aldermen will be available in the North Committee Room. Councillors and Honorary Aldermen should take their seats in the Council Chamber before the start of the meeting at 6.00pm.
2. A seating plan for Councillors and Honorary Alderman will be in the Council Chamber. Democratic Services staff will also be on hand to help.
3. Seating will be available towards the rear of the Council Chamber and in the public gallery for members of the public and personal guests of former Councillors Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford.
4. The Mayor will process into the Council Chamber with the Deputy Mayor, Chief Executive and former Councillors Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford.
5. Former Councillors Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford will be seated in front of the stage and in the central well facing Honorary Aldermen and Councillors.
6. The Mayor will open the meeting and will invite the Deputy Leader of the Council to move the motion for the appointment of former Councillors Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford as Honorary Aldermen. Councillors and Honorary Aldermen will be invited to speak on the motion. The motion will then be put to the vote.
7. On the Motion being approved, Honorary Alderman Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford will receive a robe from the Town Serjeant and the Mayor will then present the transcript of the resolution.
8. Guests may wish to take the opportunity to take photographs at this stage of the meeting.
9. The Mayor will return to his seat and invite Honorary Alderman Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford in turn to respond to Council.
10. The Mayor will declare the meeting closed and process out of the Council Chamber following the mace, followed by Honorary Aldermen Bourne, Chapman, Chuah, Beverley Oxford and Gerard Oxford. Councillors and Honorary Aldermen may then then leave the Council Chamber.
11. Tea and coffee will be available in the Grand Jury Room after the ceremony for Councillors, Honorary Aldermen and guests.

NOTE – Being an Honorary Office of the Council new Honorary Aldermen do not sign the declaration book nor make any declaration or oath.