

Decisions taken by Mayoral Advisory Committee 31 March 2010

BRIEFING DOCUMENT FOR THE MAYORAL ADVISORY COMMITTEE Wednesday 31 March 2010

2010 CIVIC DINNER FOR THE OUTGOING MAYOR AND CONSORT COUNCILLOR MRS PAT WARBY AND CONSORT

Date & Time:	Thursday 20 May 2010 at 7.00 pm for 7.30 pm	
Venue:	Athenaeum	
Seating:	Round Tables Agreed with outgoing Mayor Mrs Warby	
Style:	Formal Civic Dinner	
Dress:	Dinner jacket or dark lounge suit, uniform and decorations	
VIP Guest List:	As attached	
Caterer:	2009: West Suffolk College	2010: West Suffolk College
Bar:	Occasional licence until midnight. Pay bar. Wines by St Edmundsbury Halls	
Reception:	Chief Executive, Mayor and Mayoress	
Table Arrangements:	Mayor's Secretary	
Table Flowers:	2009: Rosemary Roe and a member of Stowmarket Flower Arranging Club	2010: Rosemary Roe and a member of Stowmarket Flower Arranging Club
Grace:	New Mayor's Chaplain or Sub Dean	
PA:	2009: John Roe	2010: John Roe
Ticket Price:	2009: Up to £27 2010: Up to £27	
Toasts:	<p>To propose: 'The Queen' by The Mayor To propose: 'The Guests' by (2009: Cllr Oliver 2010: Cllr Spicer) To respond: 2009: Father Peter 2010: Ann Williams</p> <p>National Anthem (One verse – accompanied)</p> <p>Vote of Thanks (2009: Cllr Rout) (2010: Cllr Mrs Alexander)</p>	
Music:	(2009: King Edward VI Upper School Music Department	2010: King Edward VI Upper School Music Department