

**ST EDMUNDSBURY BOROUGH COUNCIL**

**MAYORAL ADVISORY COMMITTEE**

**Minutes of a meeting held on Tuesday 12 March 2012 at 4.00 pm  
in the Mayor's Parlour, West Suffolk House, Western Way, Bury St Edmunds**

PRESENT: Councillor J R Hale (Chairman),  
Councillors Cox, Farmer, Houlder, Mrs Mildmay-White and  
Nettleton

BY INVITATION: The Mayor, Councillor Spicer, and Mayor Elect, Councillor Marks

**7. Apologies for Absence**

There were no apologies for absence.

**8. Minutes**

The minutes of the meeting held on 26 January 2012 were confirmed as a correct record and signed by the Chairman.

**9. Annual Meeting of the Council and Mayor Making: 17 May 2012**

The Committee considered Report C387 (previously circulated) which sought the allocation of roles and decisions in respect of the Annual Meeting of Council on 17 May 2012.

The following tasks were allocated to the following Councillors as indicated:-

- (1) Election of Mayor
  - (a) To move: Councillor McManus; and
  - (b) To second: (Councillor Marks to determine).
- (2) Vote of thanks to the Retiring Mayor and Mayoress and election of Deputy Mayor
  - (a) To move: Councillor Mrs Mildmay-White; and
  - (b) To second: Councillor Stevens.
- (3) Vote of thanks to the Retiring Deputy Mayor and Mayoress
  - (a) To move: Councillor Mrs P A Warby; and
  - (b) To second: Councillor F J Warby.

The following statements/decisions were made:-

- (1) Procedural Business
  - (a) Procedural business to be held in the Athenaeum.
  - (b) Councillors will assemble in The Apex and process to the Athenaeum at 10.15 am.

(2) Commentary

Nick Wells to be asked to provide the commentary.

(3) Floral Decorations in the Athenaeum

To be provided by Rosemary Roe and Stowmarket Flower Club.

RESOLVED:-

That the roles allocated and decisions taken in respect of the Annual Meeting of Council be as detailed above.

**10. 2012 Civic Dinner for the Outgoing Mayor and Mayoress**

The Committee considered Paper C388 (previously circulated) which sought approval for various roles/decisions in respect of the Civic Dinner for the outgoing Mayor and Mayoress on 17 May 2012.

The following decisions were made:-

(1) Ticket Price: £30.00.

(2) Toasts:

(a) The guests to be proposed by Councillor Houlder; and

(b) Response by the Group Captain Andy Hall, Honington.

(3) Vote of Thanks:

Youngest Councillor, Councillor Mrs Stamp.

(4) Music:

Music, Councillor Marks to determine .

(5) Caterer:

West Suffolk College.

(6) Flower Arrangements:

Rosemary Roe and a member of Stowmarket Flower Arranging Club.

(7) PA: John Roe

(8) Guest List

A detailed discussion was held regarding the proposed non-paying VIP Guest List. It was concluded that the Commanding Officer of the Royal Anglian Regiment and Guest be added to the non-paying VIP Guest List. It was also acknowledged the need to offer an appropriate number of complimentary places at the Mayor's Dinner to the new Honorary Freeman and Alderman.

RESOLVED:-

That the decisions as detailed above be implemented.

## **11. Arrangements for Mayor Making and Bestowing Freedom of the Borough and Honorary Alderman**

The Committee considered Report C389 which sought the allocation roles and decisions in respect of bestowing the Freedom of the Borough and Honorary Alderman on 17 May 2012.

It was agreed that there will be a separate Special meeting of Council to bestow the Freedom of the Borough and Honorary Alderman commencing at 10.30 am on 17 May 2012, and immediately would precede the Annual Meeting of Council, which would commence at 11.00 am. It was suggested that the procession leave The Apex at 10.15 am and not at 10.20 am as previously advised. It was further agreed that bestowing the Freedom of the Borough on former Councillor Lockwood be proposed by Councillor Cockle and seconded by Councillor Clements. Bestowing the Honorary Alderman on former Councillor Aitkens be proposed by Councillor Griffiths and seconded by Councillor Clifton-Brown, but that the Committee Services Manager contact both David Lockwood and Nigel Aitkens prior to contacting the Councillors.

In addition it was considered appropriate that there only be a five minutes interval between the Special Meeting and Annual Meeting of Council.

RESOLVED:-

That, subject to the agreement of former Councillors Aitkens and Lockwood, the roles/decisions taken in respect of the Special Meeting of Council be as detailed above.

## **12. Gift to Council**

The Mayor, Councillor Spicer, stated that he was prepared, at his own expense, to donate a print portrait of James Oates, which would be professionally copied and framed, to hang in the Mayor's Parlour. James Oates was a banker who had resided in Bury St Edmunds who had donated the Mayor's Chain in 1805. The Committee thanked Councillor Spicer for his generous gift.

In addition, a discussion was held as to whether the artefacts surrounding the Mayoralty, and other items should be on permanent display so that the public could view these items. It was suggested that some could be displayed in Moyses Hall Museum, and some within the reception area at West Suffolk House. The Corporate Director for Community Services informed the Committee that the Heritage Services Manager was looking at options for displaying the Mayoralty artefacts.

RESOLVED:-

That the Borough Council gratefully accepts the gift of a print of James Oates donated by Councillor Spicer.

## **13. Date of next Meeting**

It was agreed that no further meeting was required.

The meeting concluded at 4.43 pm.

**J R HALE  
CHAIRMAN**