

## Mayoral Advisory Committee 26 March 2013

### 2013 Civic Dinner for the Outgoing Mayor and Mayoress: Councillor Tim Marks and Mayoress

	<b>Arrangements 2012</b>	<b>Arrangements 2013</b>
<b>Date and Time</b>	Thursday 17 May 2012 at 7.00 pm for 7.30 pm	Thursday 16 May 2013 at: (tba)
<b>Venue</b>	The Athenaeum	
<b>Seating</b>	Round Tables	
<b>Style</b>	Formal Civic Dinner	
<b>Dress</b>	Dinner jacket or dark lounge suit, uniform and decorations	
<b>VIP Guest List</b>		Appendix A attached
<b>Caterer</b>	West Suffolk College	
<b>Bar</b>	Occasional licence until midnight. Pay bar. Wines by St Edmundsbury Halls	Sodexo
<b>Reception</b>	Chief Executive, Mayor and Mayoress	
<b>Table Arrangements</b>	Mayor's Secretary	
<b>Table Flowers</b>	Rosemary Roe and Stowmarket Flower Arranging Club	
<b>Grace</b>	New Mayor's Chaplain	
<b>PA</b>	John Roe	
<b>Ticket Price</b>	£30	
<b>Toasts:</b>		
To propose: 'The Queen'	The Mayor	
To propose: 'The Guests'	Councillor Houlder	
To respond:	Group Captain Andy Hall, Honington	
<b>National Anthem</b>	One verse - accompanied	
<b>Vote of Thanks</b>	Youngest Councillor, Cllr Mrs Stamp	
<b>Music</b>	Samuel Ward Academy, Haverhill	

## **Appendix A**

### **CIVIC DINNER FOR THE OUTGOING MAYOR AND MAYORESS, COUNCILLOR CHRISTOPHER SPICER AND MAYORESS THURSDAY 16 MAY 2013**

#### **PROPOSED VIP GUEST LIST (non-paying)**

HIGH SHERIFF OF SUFFOLK AND GUEST	2
NEW MAYOR AND MAYORESS	2
OUTGOING MAYOR AND MAYORESS	2
DEAN OF ST EDMUNDSBURY AND GUEST	2
VICAR OF ST MARY'S CHURCH AND GUEST	2
NEW MAYOR'S CHAPLAIN AND GUEST	2
COMMANDING OFFICER, RAF MILDENHALL AND GUEST	2
COMMANDING OFFICER, RAF LAKENHEATH AND GUEST	2
COMMANDING OFFICER, RAF HONINGTON AND GUEST	2
COMMANDING OFFICER, ROYAL ANGLIAN REGIMENT	2
Total	<b><u>20</u></b>
Community Business Representatives	8
To be decided by outgoing Mayor, Chairman of Mayoral Advisory Committee, and Mayor's Secretary	
Total	<b><u>28</u></b>