



**City of Durham
Charter Trustees for the City of Durham**

Ref: JM

30 May 2023

To: The Mayor and Members of the
CHARTER TRUSTEES FOR THE CITY OF DURHAM
(Councillors D Freeman, L Mavin, J Blakey, L Brown, J Chaplow,
J Elmer, C Fletcher, O Gunn, D Hall, A Hopgood, L Hovvels,
G Hutchinson, B Kellett, E Mavin, M McKeon, D Nicholls,
R Ormerod, E Scott, M Simmons, A Simpson, D Stoker,
P Taylor, M Wilkes and M Wilson).

Dear Sir/Madam

I Hereby Summon you to attend the **ANNUAL MEETING** of the **CHARTER TRUSTEES FOR THE CITY OF DURHAM** to be held in Main Hall, Town Hall, Durham, on Wednesday 7 June 2023 at 12.00 noon.

BUSINESS

1. Prayers
2. Apologies for Absence
3. Recording of Proceedings
4. Election of Mayor
5. Appointment of Deputy Mayor

Note: The newly elected Mayor and Deputy Mayor will retire to the Robing Room and the meeting will adjourn for 5 minutes

6. The newly elected Mayor to receive the Seal and make the Declaration of Acceptance of Office of Mayor
7. Mayor's Acceptance Speech
8. Address by the Retiring Mayor
9. Vote of thanks to Retiring Mayor
10. Minutes of the Meeting held on 29 March 2023 (Pages 5 - 6)
11. Declarations of Interest, if any
12. Mayor's Announcements
13. Presentation of Mayoral Service Medals
14. Appointment of the following Officers:
 - Pant Master
(Vacant)
 - Billet Master
(Superintendent Catherine Clarke, Durham Constabulary)
 - Macebearer
(Mr David Baker)
 - Swordbearer
(Mr Stan Lincoln)
 - Honorary Judicial Recorder
(His Honour Judge James Adkin)
 - Recorder
(Mr Mac Williams JP)
 - Mayor's Chaplain
(The Dean of Durham)
15. Meetings of the Charter Trustees for the City of Durham (Pages 7 - 8)
16. Such other business as, in the opinion of the Chair of the meeting, is of sufficient urgency to warrant consideration

Yours faithfully

Clerk

- Note:**
- (i) Members are requested to be seated by 11.50 am.
 - (ii) At the end of the Meeting and following photographs, lunch will be served in the Lantern Room and Burlison Gallery.
 - (iii) Robes are available at the bottom of Burlison Gallery steps.