



MAYOR MAKING

**16 May 2011, 6pm, in the Council Chamber, Town Hall, Marygate,
Berwick-upon-Tweed.**

1. The retiring Civic Party will process into the Council Chamber
2. The retiring Town Mayor, Councillor Jennifer Waterhouse, will deliver her end of term address.
3. The retiring Town Mayor will announce that:

**In accordance with the annual meeting held on 9 May 2011,
Councillor Alan Bowlas is confirmed and appointed as Town
Mayor of Berwick-upon-Tweed for the year 2011-2012.**

4. The Sergeant at Mace will then lead the Town Mayor and retiring Town Mayor to the Mayor's Parlour, where the Town Mayor will be robed.
5. The Town Mayor will return to the Council Chamber to be presented to the Town Council by the retiring Town Mayor.
6. The Town Mayor will return thanks for his election to office, and will announce Mrs Josepine Bowlas as Mayoress for 2011-12.
7. The Town Mayor will announce that:

**In accordance with the annual meeting held on 9 May 2011,
Councillor John Robertson is confirmed as Deputy Town Mayor
of Berwick-upon-Tweed for the year 2011-12.**

8. The Deputy Town Mayor will sign a declaration of acceptance of office.

- 9.** The Town Mayor will present the Deputy Town Mayor with the medallion of office.
- 10.** The Deputy Town Mayor will return thanks for his election to office.
- 11.** The Town Mayor will announce his appointment of Mr Lance Robson as Sheriff for the year 2011-12, and Mrs Sandra Evans as Sheriff's Lady.
- 12.** The Sheriff will sign a declaration of acceptance of office.
- 13.** The retiring Sheriff will deliver an end-of-term address.
- 14.** The Sergeant at Mace will then lead the Sheriff and retiring Sheriff to the Mayor's Parlour, where the Sheriff will be robed.
- 15.** The Town Mayor will announce a short adjournment of proceedings.
- 16.** The Sergeant at Mace will request everyone to stand for the return to the Council Chamber of the Sheriff, who will be presented to the Town Council by the retiring Sheriff.
- 17.** The Sheriff will return thanks for his appointment.
- 18.** The meeting will then be declared closed by the Town Mayor, who will invite members and guests to join him in the Guild Hall.
- 19.** The Civic Party will leave the Council Chamber.