



MAYOR MAKING

16 May 2016, 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 Hazel Bettison, will deliver a summary of her year in office.
3. The retiring Town Mayor will announce that:

In accordance with the annual meeting held on 9 May 2016, Councillor Ivor Dixon is confirmed and appointed as Town Mayor of Berwick-upon-Tweed for the year 2016-2017.

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 Sergeant at Mace will request everyone to stand for the return to the Council Chamber of the Town Mayor, who will 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 Eileen Dixon as the Mayoress for 2016-2017.
7. The Town Mayor will announce that:

In accordance with the annual meeting held on 9 May 2016, Councillor Gregah Roughead is confirmed as Deputy Town Mayor of Berwick-upon-Tweed for the year 2016-2017.

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 retiring Sheriff will deliver an end-of-term address.
- 12.** The Town Mayor will announce his appointment of Mr Brian Douglas as Sheriff for the year 2016-2017, and Mrs Grace Douglas as Sheriff's Lady.
- 13.** The Sheriff will sign a declaration of acceptance of office.
- 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, during which time the Sheriff's Lady will receive her chain of office.
- 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 Mayor will announce his charity for the year.
- 19.** The meeting will then be declared closed by the Town Mayor, who will invite members and guests to join him in the Guild Hall for a buffet supper.