



Waverley Borough Council
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To: All Members of the Council

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Legal & Democratic Services

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Calls may be recorded for training or monitoring

Date: 13 May 2024

Dear Councillor

Annual Council Meeting - Tuesday, 21 May 2024

A MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 21 MAY 2024** at **6.00 pm** and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

Susan Sale

Strategic Director Legal & Democratic Services & Monitoring Officer



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Agenda

1. **Elect a Councillor, other than an Executive Member, to be the Mayor**
Declaration of Acceptance of Office by the Mayor
2. **Appoint a Councillor, other than an Executive Member, to be the Deputy Mayor**
Declaration of Acceptance of Office by the Deputy Mayor
3. **Apologies for absence**
The Mayor to report apologies for absence.
4. **Declarations of Interests**
To receive from Members, declarations of interest in relation to any items included on the agenda for this meeting in accordance with the Waverley Code of Local Government Conduct.
5. **Minutes** (Pages 5 - 32)
To confirm the Minutes of the Council meeting held on 23 April 2024 (herewith).
6. **Receive any announcements from the Mayor, Head of Paid Service, Chief Finance Officer and/or Monitoring Officer**
7. **Vote of thanks to the retiring Mayor**
8. **Establishment of Committees 2024/25** (Pages 33 - 40)
To establish such committees (including their size and terms of reference) as the Council considers appropriate to deal with matters which are neither reserved to full Council nor are Executive functions, including at least one Overview and Scrutiny Committee and a committee to consider standards and ethics.

9. **Appointments to Committees 2024/25** (Pages 41 - 48)

Council are recommended to make the resolutions set out in the report at agenda item 9.

10. **Adopt the Council's Constitution and agree the Scheme Of Officer Delegations, other than those relating to Executive functions**

To discharge Council Procedure Rule 2.2 xiii.

[Constitution of Waverley Borough Council on Friday, 10th May, 2024 - Waverley Borough Council](#)

11. **Joint Legal and Democratic Services structure proposals** (Pages 49 - 64)

Council are recommended to make the resolution set out in the report at agenda item 11.

12. **Any matters deemed urgent by the Mayor**

To consider any matters deemed urgent by the Mayor, after having taken advice from the Monitoring Officer or their representative, in that the matter to be determined has arisen since the publication of the agenda and failure to determine it at this meeting would cause significant adverse impact to the Council.