

Summons and Agenda 21 May 2025

**Chief Executive
Reading Borough Council
Civic Offices, Bridge Street,
Reading, RG1 2LU**



Reading
Borough Council
Working better with you

Jackie Yates
CHIEF EXECUTIVE

Civic Offices, Bridge Street,
Reading RG1 2LU
☎ 0118 937 3787

To: All Members of the Council - Annual
Meeting

Our Ref:
Your Ref:

Direct: ☎ 0118 937 2153
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13 May 2025

Your contact is: Michael Popham, Democratic Services Manager
(michael.popham@reading.gov.uk)

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Reading Borough Council to be held at **Town Hall, Reading, on Wednesday, 21 May 2025 at 6.30 pm**, when it is proposed to transact the business specified in the Agenda enclosed herewith.

Yours faithfully

CHIEF EXECUTIVE

A G E N D A

1. ELECTION OF MAYOR

1. The retiring Mayor will announce that the first item of business is the election of the Mayor.
2. The retiring Mayor will invite nominations. If there is more than one nomination a ballot will take place. The retiring Mayor will then announce the result.
3. The retiring Mayor will ask the newly-elected Mayor to make the statutory Declaration of Acceptance of Office. The new Mayor will then read the statutory declaration and sign it. The declaration will be witnessed by the Chief Executive.
4. The newly elected Mayor will take the chair.

2. APPOINTMENT OF DEPUTY MAYOR

5. The newly-elected Mayor will proceed with Item 2 on the Agenda and ask for nominations for Deputy Mayor and a seconder. If there is more than one nomination a ballot will take place. The newly-elected Mayor will then announce the result.
6. The newly-elected Mayor and the newly-appointed Deputy Mayor will retire to an adjoining room, where they will robe.
7. **All will STAND** while the procession leaves the Auditorium.
8. There will be an interval while the Mayoral party changes robes.

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9. The Mace Bearer will announce the return of the Mayoral party.
10. **On the return of the newly-elected Mayor, Members of the Council will STAND in their places, and WILL REMAIN STANDING until the newly-elected Mayor has received the Mace.**
11. The newly-elected Mayor will receive the Mace from the outgoing Mayor, who will repeat the customary words.
12. All will then be **SEATED.**

3. ADDRESS BY NEWLY-ELECTED MAYOR

13. The newly elected Mayor will address the Council.

4. MINUTES OF THE COUNCIL MEETING ON 25 MARCH 2025

14. The Mayor will sign the Minutes, with the agreement of the Council.

5. **VOTE OF THANKS TO THE RETIRING MAYOR, COUNCILLOR DENNIS, AND LUKE DENNIS**

15. The vote of thanks will be moved and seconded.

16. Councillor Dennis and Luke Dennis to receive past Mayors' badges, presented by the Mayor.

6. **ADDRESS BY RETIRING MAYOR**

17. Councillor Dennis will address the Council.

7. **APPOINTMENT OF LEADER OF THE COUNCIL**

18. A motion will be moved at the meeting.

8. **REPORT ON CONSTITUTION; POWERS AND DUTIES OF THE COUNCIL AND COMMITTEES; SCHEME OF MEMBERS' ALLOWANCES; AND DELEGATIONS**

11 - 64

19. Monitoring Officer to report. The Council will consider a motion, moved by the Leader of the Council.

9. **APPOINTMENT OF DEPUTY LEADER & LEAD COUNCILLORS AND ALLOCATION OF PORTFOLIOS**

20. The Council will consider a motion, moved by the Leader of the Council.

10. **APPOINTMENT OF COUNCIL COMMITTEES AND OTHER BODIES**

21. The Council will consider a motion, moved by the Leader of the Council.

11. **APPOINTMENT OF CHAIRS/VICE-CHAIRS OF COMMITTEES**

22. The Council will consider a motion, moved by the Leader of the Council.

12. **DATES OF COUNCIL MEETINGS FOR 2025/26**

65 - 72

23. The Mayor will move a motion setting the dates of Council Meetings for 2025/26.

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MEETINGS OF COMMITTEES

At the conclusion of the Council Meeting, the following meetings will take place:

- (a) A meeting of the Policy Committee. The Mayor will invite the Chair of the Committee to move a motion.
- (b) A meeting of the Licensing Applications Committee. The Mayor will invite the Chair of the Committee to move a motion.
- (c) A meeting of the Strategic Environment, Planning & Transport Committee. The Mayor will invite the Chair of the Committee to move a motion.

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EVERYONE WILL STAND AS THE MAYOR LEAVES THE AUDITORIUM.

The Mayor, Deputy Mayor, Retiring Mayor, Freeman and Aldermen will process out, passing by the Mayor's Escort, Deputy Mayor's Escort and Retiring Mayor's Escort who will join the procession. The procession will leave by the Centre Doors. Councillors will follow the procession.

All guests will stay seated for a few minutes.

