

**The Mayor to announce the call for written nominations for the Office of Mayor
and Deputy Mayor for the year 2026/27**

Report to: Full Town Council

Date of Report: 27.02.26

Officer Writing the Report: Town Clerk / RFO

Purpose of the report: To provide Full Council with guidance regarding the announcement of the call for written nominations for the Offices of Mayor and Deputy Mayor for the municipal year 2026–2027.

Officer's Recommendations

That Members approve the proposed nomination timeline for the Mayor and Deputy Mayor Elect, as set out in the attached document.

That the Mayor, Cllr Bullock, formally announces to Full Council that the call for written nominations for the Offices of Mayor and Deputy Mayor for 2026–2027 is now open.

Report Summary

The Town Council's Election of Mayor and Deputy Mayor procedure sets out that the call for nominations for Mayor and Deputy Mayor Elect will be issued at the March meeting of Full Council. Completed nomination forms must be submitted to the Town Clerk within seven days of the call being issued.

Attached are the proposed timeline and the nomination forms for both roles.

Members who require clarification regarding the process or assistance in completing nomination forms are advised to contact the Town Clerk directly.

Signature of Officer:

Town Clerk / RFO