



# CHARTER TRUSTEES OF EAST RETFORD

Town Mayor:  
Councillor Garry Clarkson

## AGENDA

**Friday 14<sup>th</sup> October 2016 at 5.30 p.m.**

**Chairman's Room, Retford Town Hall**

1. Apologies
2. Declarations of Interest
3. Minutes of Meeting 29<sup>th</sup> April 2016
4. Matters Arising
5. Financial Report
6. Retford Neighbourhood Forum
7. Job Description and Advertising of Vacancy for the Clerk to the Charter Trustees
8. Job Description and Advertising of Vacancy for the Mayor's Attendant
9. Honours Board & Sign writing Update
10. To discuss an invitation to local children from the Charter Trustees to attend a democracy event in early 2017
11. Promotional Brochure Update
12. Sebastopol Cannon Plaque Update
13. To agree the date of the AGM / Mayor-Making 2017
14. Events Calendar/Correspondence
15. Any Other Urgent Business