

**Minutes of the Annual Meeting of the Municipal District of Carlow
held in the Town Hall Chamber, Carlow
on Thursday 19th June 2025 at 5.00 p.m.**

Present: Councillor F. Phelan (Mayor)
Councillor F. Browne
Councillor A. Dalton
Councillor J. Cassin (Remote)
Councillor P. Doogue
Councillor K. Murnane

In Attendance: Mr. K. Cullinane, A/Director of Services, Corporate Services,
Human Resources, Planning, Regeneration, Health and Safety,
Economic Development/LEO and Information Systems
Ms. F. Byrne, Senior Executive Officer, Corporate Services
Mr. C. Madden, A/Senior Executive Engineer
Ms. M. Griffin, Administrative Officer, Corporate Services
Ms. A. Connolly, Assistant Staff Officer, Corporate Affairs

Apologies: Councillor A. Wallace

Mayor F. Phelan opened the Annual Meeting of the Municipal District of Carlow. He stated it was an honour to hold the position of Mayor of Carlow Municipal District and highlighted some of the events of the past year which included, Carlow Town being awarded a gold medal at the Entente Florale, the upgrades to Hanover and Carlow Town Parks, the opening of housing units at Haymarket and Cox's Lane and the Mayors Awards night.

He thanked his family, Council officials and staff for their continued work and support and the people of Carlow for electing him. He also expressed his gratitude to his fellow councillors for supporting him and helping him to carry out his role as Mayor.

**1.0 Business Prescribed by Statute, Standing Orders or Resolutions of the
Municipal District Members**

1.1 Election of Mayor

Mayor F. Phelan called on proposals from the floor for the position of Mayor in Carlow Municipal District.

One proposal was put forward as follows.

Cllr. P. Doogue

Proposed by Councillor: F. Browne
Seconded by Councillor: A. Dalton

And

Following a show of hands, it was resolved that Cllr. P. Doogue be deemed elected Mayor of Carlow Municipal District.

The Mayor Cllr. P. Doogue took the seat and welcomed Director of Service, Staff, Deputy Catherine Callaghan, fellow Councillors and family and friends to the meeting. He added it was an incredible honour to represent the people of Carlow. He thanked Cllr. F. Browne for proposing him and Cllr. A. Dalton who seconded him and his fellow Councillors for their continued support. He thanked his family and friends who were present to witness such a proud occasion for him. He thanked Cllr. F. Phelan on his year as Mayor and his huge contribution to Carlow.

1.2 Election of Deputy Mayor

The Mayor requested nominations for Deputy Mayor.

One proposal was put forward as follows;

Cllr. F. Browne was

Proposed by Councillor:	F. Phelan
Seconded by Councillor:	K. Murnane

And

Following a show of hands, it was resolved that Cllr. F. Browne be elected Deputy Mayor of Carlow Municipal District.

Cllr. F. Browne thanked Cllr. F. Phelan for his proposal and Cllr. K. Murnane for seconding the proposal.

1.4 Agree Schedule of Meetings up to May 2026

Members had for consideration suggested dates for the meetings of the Municipal District of Carlow for the ensuing months to the next Annual Meeting.

Following discussion, it was agreed that the December meeting be held on 11th December rather than the 18th December.

2025	July	-	31st
	September	-	25th
	October	-	30th
	November	-	27th
	December	-	11th or 18th

2026	January	-	29th
	February	-	26th
	March	-	26th
	April	-	30th
	May	-	28th


Proposed by Councillor: P. Doogue
Seconded by Councillor: A. Dalton

And following a show of hands, it was unanimously resolved; -

“That the above dates for the meetings of the Municipal District of Carlow for the ensuing months to the next Annual Meeting are hereby approved.”

A query was raised with regard to amending the times for the Carlow Municipal District meetings to be held. Following discussion, it was agreed to leave the meetings time at 4 p.m.

This concluded the business of the meeting.

Signed: 
Mayor of Municipal District of Carlow

Dated: 24-7-2025 ■