

AMERSHAM TOWN COUNCIL

MINUTES OF THE ANNUAL STATUTORY MEETING

HELD ON MONDAY 11 MAY 2015

PRESENT:

Councillor Mrs A. Lamont – Town Mayor
Councillor M. Vivis – Deputy Town Mayor
Councillor Ms C. Jones
Councillor R. Jones
Councillor Mrs D. Kenchington
Councillor M. Lacey
Councillor C. Morgan
Councillor H. Newton
Councillor MJ Phillips
Councillor A. Seymour
Councillor N. Shepherd
Councillor Mrs L. Staite (Part time)
Councillor Mrs L. Walsh
Councillor A. Williams

IN ATTENDANCE:

Mrs Janet Wheeler (Town Clerk)
Mrs Lizzie Richardson (Deputy Town Clerk)
Miss Z. Richardson (Graduate Trainee Officer)
Mr M. Richardson (Contracts Manager)
Mr S. Catanach (Community Services Officer)

1. **APOLOGIES:**

Councillor M Flys

Out-going Mayor, Councillor Mrs Liz Walsh gave a short speech of thanks to fellow Councillors and the ATC Officers.

2. **ELECTION OF TOWN MAYOR:**

Nominations were invited for the election of the Town Mayor for the year 2015-2016.

It was	Proposed	Councillor M.J. Phillips
	Seconded	Councillor N. Shepherd

RESOLVED that **COUNCILLOR MRS AMANDA LAMONT** be elected **TOWN MAYOR** for the civic year 2015-2016.

Councillor Mrs Amanda Lamont thanked Councillors for electing her to serve as Mayor of Amersham with a short acceptance speech. She awarded Cllr Mrs Liz Walsh with the past Mayor's Badge.

3. **DECLARATION OF ACCEPTANCE OF OFFICE:**

The Mayor signed the Declaration of Acceptance of Office.

4. **ELECTION OF DEPUTY TOWN MAYOR:**

It was Proposed Councillor M.J. Phillips

Seconded Councillor A. Williams

RESOLVED that Councillor M. Vivis be elected Deputy Town Mayor for the civic year 2015-2016.

Cllr M Vivis thanked the Councillors for electing him to serve as Deputy Town Mayor with a short acceptance speech.

5. **APPOINTMENT OF COMMITTEES:**

It was **RESOLVED** that the Standing Committees membership shall be as follows:

5a) **COMMUNITY SERVICES COMMITTEE MEMBERSHIP**

Councillor Andrew Seymour

Councillor C. Morgan

Councillor Ms C. Jones

Councillor M. Flys

Councillor D. Kenchington

Councillor Mrs L. Staite

Councillor Mrs L. Walsh

Councillor A. Williams

Councillor Mrs A. Lamont (*Ex officio as Town Mayor*)

Councillor M. Vivis (*Ex officio as Deputy Town Mayor*)

5b) **PLANNING AND FOOTPATHS COMMITTEE MEMBERSHIP**

Councillor H. G. Newton

Councillor M.Flys

Councillor Ms C. Jones

Councillor R. Jones

Councillor D. Kenchington

Councillor M. D. Lacey

Councillor C. Morgan

Councillor M. J. Phillips

Councillor N. Shepherd

Councillor Mrs A. Lamont (*Ex officio as Town Mayor*)

Councillor M. Vivis (*Ex officio as Deputy Town Mayor*)

5c) **FINANCE AND GENERAL PURPOSES COMMITTEE MEMBERSHIP**

Councillor T. Williams

Councillor M. D. Lacey

Councillor R. Jones

Councillor H. G. Newton

Councillor M.J. Phillips

Councillor N. Shepherd

Councillor A. Seymour

Councillor Mrs L. Staite
Councillor Mrs L. Walsh
Councillor Mrs A. Lamont (*Ex officio as Town Mayor*)
Councillor M. Vivis (*Ex officio as Deputy Town Mayor*)

5d) **Personnel Appeals Committee**

It was RESOLVED that the memberships shall be determined as and when required.

5e) **Disciplinary and Grievance Committee**

It was agreed the membership shall be determined as or when required.

5f) **Policy Development Group**

Membership of the Policy Development Group to be confirmed as required.

The Council Meeting was adjourned to allow the Standing Committees to conduct the following business.

6a. **COMMUNITY SERVICES COMMITTEE:**

(i) Election of Chairman

It was

Proposed	Councillor Mrs L. Walsh
Seconded	Councillor T. Williams

RECOMMENDED that Councillor A. Seymour be appointed Chairman.

(ii) Election of Vice Chairman

It was

Proposed	Councillor M. J. Phillips
Seconded	Councillor Mrs L. Walsh

RECOMMENDED that Councillor C. Morgan be appointed Vice Chairman.

<Councillor Mrs L. Staite enters the meeting>

(iii) **Appointment of Heritage Day Sub-Committee.**

It was AGREED to appoint this Committee at the first meeting of the Community Services Committee.

(iv) **Appointment of Christmas Sub-Committee.**

It was AGREED to appoint this Committee at the first meeting of the Community Services Committee.

(v) **Appointment of Britain in Bloom Sub-Committee.**

It was AGREED to appoint this Committee at the first meeting of the Community Services Committee.

6b. **PLANNING AND FOOTPATHS COMMITTEE:**

(i) Election of Chairman

It was

Proposed	Councillor M. Lacey
Seconded	Councillor Mrs A. Lamont

RECOMMENDED that Councillor H. Newton be appointed Chairman.

(ii) Election of Vice Chairman

It was
Proposed Councillor M. J. Phillips
Seconded Councillor H. Newton

RECOMMENDED that Councillor M. Flys be appointed Vice Chairman.

6c. **FINANCE AND GENERAL PURPOSES COMMITTEE:**

(i) Election of Chairman

It was
Proposed Councillor M. Vivis
Seconded Councillor A. Seymour

RECOMMENDED that Councillor T. Williams be appointed Chairman.

(ii) Election of Vice Chairman

It was
Proposed Councillor M. J. Phillips
Seconded Councillor R. Jones

RECOMMENDED that Councillor M. Lacey be appointed Vice Chairman.

(iii) **Appointment of Establishment Sub Committee.**

It was **RECOMMENDED** that this Sub-Committee should be: Ms C. Jones; R. Jones; H. Newton; M. J Phillips.

(iv) **Appointment of Grants Sub Committee.**

It was **AGREED** that this Committee should be selected at the first meeting of the Finance and General Purposes Committee.

(v) **Appointment of Property Sub Committee.**

It was **RECOMMENDED** that this Sub-Committee should be: M. Flys; R. Jones; H. Newton; N. Shepherd; T. Williams. The Town Mayor and Deputy Town Mayor are ex-officio members.

(vi) **Approval of signatories for the Bank Mandate.**

It was **RECOMMENDED** that the Bank Mandate should be signed by any two Councillors and the Town Clerk, Mrs J. Wheeler or the Deputy Town Clerk, Mrs E. Richardson.

(vii) **Appointment of Internal Auditor**

It was **AGREED** that best practice was to gather three quotes to carry out the internal audit for 2015-2016 financial year.

The Council reconvenes.

7. **RATIFICATION OF APPOINTMENT OF COMMITTEE CHAIRMEN:**

It was **AGREED** to approve the appointment of the Committee Chairmen listed in item 6.

8. **APPOINTMENTS TO OUTSIDE BODIES:**

It was **RESOLVED** that the appointments as Town Council representatives to the following organisations be approved:

Amersham and District Community Association	Councillor M. Flys
Citizens Advice Bureau	Councillor R. Jones
Local Area Forum	Councillor Ms C. Jones

GE Healthcare Liaison Committee

Councillor Mrs A. Lamont

Amersham Common Village Hall

Councillor Ms C. Jones

Town and Village Centre Revitalisation

Amersham Action Group (Amersham on the Hill)
Amersham Old Town

Councillor Mrs L. Walsh
Councillor A. Seymour

Youth Centre

Councillor C. Morgan

The Amersham Band

Councillor A. Seymour

Amersham & Wycombe College Liaison

Councillor Ms C. Jones

Amersham & District Residents Assoc

Councillor N. Shepherd

The Office would write to these organisations to confirm the appointments. ACTION: ZR

9. **COUNCIL AND COMMITTEE MINUTES:**

a) **Council Minutes**

It was	Proposed	Councillor Mrs L. Walsh
	Seconded	Councillor N. Shepherd

RESOLVED that the Minutes of the Council Meeting held on 16 March 2015 be confirmed as a true record and signed by the Mayor.

b) **Planning and Footpaths Minutes**

It was	Proposed	Councillor H. Newton
	Seconded	Councillor Mrs A. Lamont

RESOLVED that the Minutes of the Planning and Footpaths Committee Meetings held on 23 March and 20 April 2015 be accepted and the recommendations therein be adopted.

c) **Finance and General Purposes Minutes**

It was	Proposed	Councillor M. Vivis
	Seconded	Councillor T. Williams

RESOLVED that the Minutes of the Finance and General Purposes Committee Meeting held on 13 April 2015 be accepted and the recommendations therein be adopted.

d) **Community Services Committee Minutes**

It was	Proposed	Councillor A. Seymour
	Seconded	Councillor Mrs L. Walsh

RESOLVED that the Minutes of the Community Services Committee Meeting held on 30 March 2015 be accepted and the recommendations therein be adopted.

There were no matters arising.

10. **TO NOTE THE LIST OF MAYOR'S ENGAGEMENTS FOR MARCH – MAY 2015:** The engagements were noted and would be circulated by email for Members information. ACTION: ZR

11. **TO APPROVE THE RENEWAL OF BALC MEMBERSHIP:**

There was a debate at the value of the membership which was considered to be costly at £1780.52. It was AGREED that an officer from BALC should visit ATC and deliver a presentation on the advantages of membership. ACTION: JW

12. **TO NOTE THE VISIT OF HS2 SELECT COMMITTEE TO AMERSHAM:**

This visit was scheduled for 20 May 2015 but due to the Liberal Democrat MP not being re-elected – all further visits would be postponed until July 2015.

13. **TO CONSIDER THE PURCHASE OF A SINGLE TITLE SCREEN LICENCE FOR £150:** It was AGREED for ATC to purchase the licence for £150 to allow them to advertise the pop-up Cinema more widely and increase the number of young people attending the showings. The £83 per showing will be covered by grants. ACTION: SP/ZR

14. **SUGGESTIONS FOR FUTURE PLANNING MEETINGS; HERITAGE DAY AND BLOOM SUB-COMMITTEES:**

The idea of Councillors looking at plans at home and bringing a report to the Planning Meetings were not considered acceptable to many Councillors. It was also noted that CDC's planning portal is often closed for maintenance in the evenings – so considering the plans "live" is not always possible hence the lengthy business of downloading. It was AGREED that we should out-source the planning work but avoid taking anyone on to permanent staff. ACTION: LR

For the Heritage Day and Amersham in Bloom Sub-Committees – Steve Catanach has suggested that these Committees should be "active". This means held in the community and possibly after an activity related to the Committee. We need to avoid holding stuffy Council meetings for these Committees as this does tend to lose volunteers. This would be discussed further at the first meeting of the Community Services Committee. ACTION: LR/SC

15. **UP-DATE ON TWINNING ARRANGEMENTS:** The draft agenda was discussed and would be finalised before sending to all Councillors. It was noted that we would now be entertaining the Deputy Burgermeister and his wife along with two other Councillors and four members of the Twinning Association. ACTION: JW

16. **MATTERS FOR REPORT:**

(i) **BCC** –The yellow lines in Mill Lane was in hand but nothing new to report. St Mary's School had requested help with the use of Barn Meadow. They had an arrangement dating back to 1982 which allowed the school the use of the field for £800.00. Over the years this sum had risen to around £2,000 and Bucks CC had covered it with a grant. This grant was now withdrawn. Councillors AGREED to offer the use of Barn Meadow free of charge on a limited number of occasions each year. ACTION: JW

(ii) **CDC** – The Town Clerk up-dated members as to the result of our Change of Use Planning application. The final decision had been deferred to allow ATC to get more details as to how they would control the parking and numbers of cars entering the courtyard. Concern was expressed that the application was missing these important elements.

(iii) **OTHER MATTERS FOR REPORT:** The Town Clerk confirmed that the three quotes received for the refurbishment of the Market Hall ranged from £88,000 to £160,000. She was applying for grant from the Heritage Lottery Fund.

The Town Clerk also confirmed that a provisional grant from the Lottery Fund had been received to the value of £10,000 to help with the costs of surfacing and fencing on the new infants playground. Congratulations went to Lizzie who did the application work.

Part 2

EXCLUSION OF PUBLIC AND PRESS

That under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public be excluded from the meeting for the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

17. **ITEM CONCERNING A MEMBER OF ATC STAFF**

18. **ITEM CONCERNING ATC VEHICLES**

The meeting closed at 9.45pm.

Chairman Date