

Amersham Town Council

Flint Barn Court, Church Street, Old Amersham, Bucks HP7 0DB

Town Clerk Finance & Policy – Mrs Elizabeth Richardson
Town Clerk Community & Services – Mr Steve Catanach

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To: All Councillors

Date: 11 May 2021

You are hereby summoned to attend the Annual Statutory Meeting of the **Town Council** to be held in **The Council Chamber, Bucks Council Offices, King George V Road, Amersham on Monday, 17 May 2021** when it is proposed that the business as set out in the agenda will be transacted.

**THE ANNUAL STATUTORY MEETING
WILL TAKE PLACE ON MONDAY 17 MAY 2021, AT 7.30 pm AT
KING GEORGE V HOUSE, KING GEORGE V ROAD, AMERSHAM**

AGENDA

1. **Apologies**
2. **Election of Town Mayor**
3. **Declaration of Acceptance of Office**
4. **Election of Deputy Town Mayor and Declaration of Acceptance of Office**
5. **Appointment of Committees (Standing Order 31 and 33 refer)**
 - a) Community Services Committee (10 Members)
 - b) Planning and Footpaths Committee (10 Members)
 - c) Finance & General Purposes Committee (10 Members, including Mayor, Deputy Mayor, Chair of Planning and Chair of Community Services)
 - d) Personnel Appeals Committee (3 Members)
 - e) Disciplinary and Grievance Committee (3 Members)
 - f) Policy Development Group (Determined as and when required but must consist of 2 members from Amersham on the Hill, 1 member from Amersham Common, 1 member from Amersham Old Town, 1 member from Weedon Hill, 1 member from Amersham Common West + Chair of F&GP.)

Council adjournment to allow Committees to carry out their business.

6. Committee Meetings (Standing Order 34 refers)

- a) Community Services Committee
 - i) Election of Chair
 - ii) Election of Vice-Chair
 - iii) Appointment of Heritage Day Sub-Committee (3 Members)
 - iv) Appointment of Christmas Sub-Committee inc Carol Service (3 Members)
 - v) Appointment of Britain in Bloom Sub-Committee (3 Members)

- b) Planning and Footpaths Committee
 - i) Election of Chair
 - ii) Election of Vice-Chair

- c) Finance and General Purposes Committee Meeting
 - i) Election of Chair
 - iii) Election of Vice-Chair
 - iii) Appointment of Establishment Sub-Committee (Mayor, Deputy Mayor, Chair of F & GP + 2)
 - vi) Appointment of Grants Sub-Committee (Mayor, Deputy Mayor + 2)
 - vii) To approve Bank Mandate (Any 2 Members)

Council reconvenes.

7. Appointment of Committee Chairs

To resolve the Committees Recommendations from Item 6.

8. Appointments to Outside Bodies (Appendix A).

To consider the appointments to the Outside Bodies listed in Appendix A.

9. Committee Minutes

- a) To confirm the Minutes of the Council Meeting held on 22 March 2021

10. To note the list of Mayor's Engagements for 22 March to 17 May 2021

11. Finance Matters

- a) To receive Finance Reports for the period 1 to 28 February 2021 (Finance reports attached)
12. To consider options for holding Planning Committee meetings during on-going period of COVID restrictions (see TC Report)
13. To consider Clerks' SLCC membership for 2021-22 - £346 / Clerk (See TC Report)
14. To consider renewal of the Town Council's membership of BALC (Buckinghamshire Association of Local Councils) and NALC (National Association of Local Councils) - £2,266.49 for the 2021-2022 civic year (See TC Report)
15. To consider suitable dates and formats for New Councillor induction.
16. Matters for Report

Part 2

Resolved 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.



Mrs E Richardson
Town Clerk – Finance & Policy



Mr S Catanach Town Clerk
Community & Services

11 May 2021

Attachments: Appendix A- Appointments to Outside Bodies

Amersham and District Community Association
Citizens Advice Bureau
Local Area Forum
BALC
GE Healthcare Liaison Committee
Amersham Common Village Hall
Amersham Action Group (Amersham on the Hill)
Amersham Old Town Revitalisation Group
Youth Centre
The Amersham Band
Amersham & Wycombe College Liaison
Amersham & District Residents Assoc.
Chiltern Chamber