

AMERSHAM TOWN COUNCIL

DRAFT MINUTES OF THE COUNCIL MEETING OF

THE TOWN COUNCIL

HELD AT FLINT BARN COURT, CHURCH STREET, AMERSHAM
ON MONDAY 21 MARCH 2022

PRESENT:

Councillor M Roberts (Town Mayor)
Councillor Mrs J Barnes (Deputy Town Mayor)
Councillor Ms R Dineley
Councillor M Flys
Councillor Mrs V Head
Councillor Ms C Jones
Councillor J Keeler
Councillor Mrs A Lamont
Councillor H Maitland-Jones
Councillor Mrs P Milliner
Councillor D Pinkney
Councillor Miss S Scott-James
Councillor S Woodhead

IN ATTENDANCE: Mrs E Richardson (Town Clerk Finance & Policy)
Mr S Catanach (Town Clerk – Community Services & Engagement)

77. APOLOGIES: Councillor M Dormer

78. DECLARATIONS OF INTEREST:
There were no declarations of interest.

79. MAYOR'S ENGAGEMENTS –17 JANUARY TO 21 MARCH 2022:
The list of engagements was noted.

80. COUNCIL AND COMMITTEE MINUTES:

a) Minutes of the Council Meeting held on 17 January 2022

It was	Proposed	Councillor S Woodhead
	Seconded	Councillor Mrs J Barnes

RESOLVED that the Minutes of the Council Meeting held on 17 January 2022 be confirmed as a true record and signed by the Chair.

There were no matters arising.

b) (i) Planning and Footpaths Minutes

It was	Proposed	Councillor H Maitland-Jones
	Seconded	Councillor Mrs P Milliner

RESOLVED that the Minutes of the Planning and Footpaths Committee Meetings held on 10 & 31 January and 21 February 2022 be accepted and the recommendations therein be adopted.

c) Finance & General Purposes Minutes

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor Mrs V Head

RESOLVED that the Minutes of the Finance & General Purposes Committee meeting held on 14 February 2022 be accepted and the recommendations therein be adopted.

d) Community Services & Engagement Minutes

It was	Proposed	Councillor Mrs J Barnes
	Seconded	Councillor Mrs R Dineley

RESOLVED that the Minutes of the Community Services & Engagement Committee meeting held on 24 January 2022 be accepted and the recommendations therein be adopted.

81. MATTERS ARISING FROM THESE MINUTES:

Councillor Dineley reported that in conjunction with Council staff, she had now completed much of the text for the new 'Environment' page on the Town Council's website, which would shortly be uploaded for public access.

82. TO REVIEW THE ANNUAL RISK ASSESSMENT:

The Annual Risk Assessment had been circulated prior to the meeting, with Councillors noting the items requiring attention.

It was	Proposed	Councillor S Woodhead
	Seconded	Councillor J Keeler

RESOLVED to accept the Risk Assessment and to note the actions required.

83. TOWN COUNCIL MEETING SCHEDULE:

The meeting schedule for the 2022-2023 civic year had been circulated prior to the meeting.

It was	Proposed	Councillor Ms C Jones
	Seconded	Councillor Mrs R Dineley

RESOLVED that the schedule be accepted for the 2022-23 civic year.

84. MAYOR'S CHARITY FUNDRAISING QUIZ:

The Mayor outlined his proposal to host a fund raising quiz at the King's Church, Amersham, the end of April to raise money for Restore Hope (this year's Mayoral Charity). With the church offering their venue free of charge, it was not anticipated that any capital outlay would be required from the Town Council, with any costs being covered by the sale

of tickets. However, the Town Council office would be required to process the sale of tickets.

It was	Proposed	Councillor Mrs J Barnes
	Seconded	Councillor Mrs V Head

RESOLVED that the quiz should go ahead as planned.

85. BUCKINGHAMSHIRE COUNCIL MATTERS:

There were no matters for discussion.

86. MATTERS FOR REPORT:

There were no matters for report.

Part 2 CONFIDENTIAL – FOR COUNCILLORS ONLY

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.

87. APPROVAL OF JOB DESCRIPTION FOR NEW ROLE OF ‘MARKETING & SPONSORSHIP CO-ORDINATOR’:

A draft Job Description had been circulated prior to the meeting.

After discussion

It was	Proposed	Councillor Mrs V Head
	Seconded	Councillor Mrs J Barnes

RESOLVED to approve the Job Description, providing amendments were made to include details of the incumbent’s line manager and to state that experience in web design would be required by the successful applicant.

88. TO APPROVE PAY AWARD ADJUSTMENT FOR 2021-2022:

The Clerk’s report regarding the NJC agreed pay award adjustment for local government workers was noted.

It was	Proposed	Councillor Mrs A Lamont
	Seconded	Councillor D Pinkney

RESOLVED to give the 1.75% pay award to Council staff, backdated to 1 April 2021, as per the NJC agreement.

