

AMERSHAM TOWN COUNCIL

MINUTES OF THE ANNUAL STATUTORY MEETING

HELD ON MONDAY 22 MAY 2023

PRESENT:

Councillor Elizabeth Shepherd (Town Mayor)  
Councillor Dominic Pinkney (Deputy Town Mayor)  
Councillor Jane Barnes  
Councillor Rachel Dineley  
Councillor Mark Flys  
Councillor Vera Head  
Councillor Jason Keeler  
Councillor Howard Maitland-Jones  
Councillor Pat Milliner  
Councillor Mark Roberts  
Councillor Sophie Scott-James  
Councillor Simon Woodhead

IN ATTENDANCE: Mrs E Richardson (Town Clerk Finance & Policy)  
Mr S Catanach (Town Clerk Community Services & Engagement)  
Cecily Roberts (resident)  
Len Roberts  
Cllr E Walsh

1. APOLOGIES: Councillor M Dormer  
Councillor Caroline Jones  
Councillor Amanda Lamont

2. ELECTION OF TOWN MAYOR:

The retiring Mayor, Councillor Mark Roberts spoke of his time in office and privilege of representing the town as Mayor. He thanked the Councillors and staff for their support during this time and presented a watercolour of Market Hall by his father Len Roberts, in gratitude to the Council for his time as Mayor. Nominations were invited for the election of the Town Mayor for the year 2023-2024.

It was	Proposed	Councillor M Roberts
	Seconded	Councillor D Pinkney

**RESOLVED** that **COUNCILLOR ELIZABETH SHEPHERD** be elected **TOWN MAYOR** for the civic year 2023-24.

Councillor Shepherd thanked Councillors for electing her to serve as Mayor of Amersham for the 2023-24 civic year.

3. DECLARATION OF ACCEPTANCE OF OFFICE:  
The Mayor signed the Declaration of Acceptance of Office.

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

Councillor Shepherd invited nominations for the election of the Deputy Town Mayor.

It was	Proposed	Councillor E Shepherd
	Seconded	Councillor J Barnes

**RESOLVED** that Councillor Dominic Pinkney be elected as Deputy Town Mayor for the civic year 2023-24.

Councillor Pinkney thanked Councillors for electing him as Deputy Mayor.

5. **DECLARATION OF ACCEPTANCE OF OFFICE:**

The Deputy Mayor signed the Declaration of Acceptance of Office.

6. **APPOINTMENT OF COMMITTEES:**

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

Proposed	Councillor E Shepherd
Seconded	Councillor J Keeler

6a) **COMMUNITY SERVICES & ENGAGEMENT COMMITTEE MEMBERSHIP**

Councillor J Barnes  
Councillors R Dineley  
Councillor M Flys  
Councillor V Head  
Councillor C Jones  
Councillor J Keeler  
Councillor A Lamont  
Councillor D Pinkney  
Councillor S Scott-James  
Councillor E Shepherd (*ex-officio as Town Mayor*)  
Councillor S Woodhead

6b) **PLANNING & FOOTPATHS COMMITTEE MEMBERSHIP**

Councillor R Dineley  
Councillor M Dormer  
Councillor C Jones  
Councillor J Keeler  
Councillor H Maitland-Jones  
Councillor P Milliner  
Councillor M Roberts  
Councillor S Scott-James  
Councillor E Shepherd  
Councillor S Woodhead  
Councillor D Pinkney (*ex-officio as Deputy Town Mayor*)

6c) **FINANCE & GENERAL PURPOSES COMMITTEE MEMBERSHIP**

Councillor Mrs J Barnes  
Councillor M Dormer  
Councillor M Flys  
Councillor Mrs V Head

Councillor A Lamont  
Councillor H Maitland-Jones  
Councillor Mrs P Milliner  
Councillor D Pinkney  
Councillor M Roberts  
Councillor E Shepherd

7. **MEMBERSHIP OF PERSONNEL APPEALS COMMITTEE; DISCIPLINARY AND GRIEVANCE COMMITTEE AND POLICY DEVELOPMENT GROUP**

It was Proposed Councillor D Pinkney  
Seconded Councillor S Woodhead  
AGREED that membership of these committees would be agreed as required.

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

8. **COMMUNITY SERVICES & ENGAGEMENT COMMITTEE**

a) Election of Chair and Vice Chair

It was Proposed Councillor E Shepherd  
Seconded Councillor J Keeler  
RECOMMENDED that Councillor Mrs J Barnes be appointed Chair of the Community Services & Engagement Committee

It was Proposed Councillor E Shepherd  
Seconded Councillor J Keeler  
RECOMMENDED that Councillor Mrs R Dineley be appointed Deputy Chair of the Community Services & Engagement Committee

b) Membership of the Community Services Sub-Committees:

It was agreed that membership of the sub-committees would be deferred until the next meeting of the Community Services & Engagement Committee.

9. **PLANNING & FOOTPATHS COMMITTEE**

Election of Chair and Vice Chair

It was Proposed Councillor E Shepherd  
Seconded Councillor R Dineley  
RECOMMENDED that Councillor H Maitland-Jones be appointed Chair of the Planning & Footpaths Committee

It was Proposed Councillor E Shepherd  
Seconded Councillor R Dineley

RECOMMENDED that Councillor C Jones be appointed Deputy Chair of the Planning & Footpaths Committee.

10. **FINANCE & GENERAL PURPOSES COMMITTEE**

a) Election of chair and Vice Chair

It was	Proposed	Councillor E Shepherd
	Seconded	Councillor V Head

RECOMMENDED that Councillor D Pinkney be appointed Chair of the Finance & General Purposes Committee

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor R Dineley

RECOMMENDED that Councillor M Roberts be appointed Deputy Chair of the Finances & General Purposes Committee.

b) Membership of Finance Sub-Committees:

It was agreed that the appointment of the Finance sub-committees should be deferred until the next meeting of the Finance Committee.

c) **Approval of signatories for the Bank Mandate.**

It was agreed that the Bank Mandate should continue to be signed by any two Councillors and either of the Town Clerks.

**Council Meeting was re-convened**

11. **COMMITTEE CHAIRMAN AND COMMITTEE APPOINTMENTS**

It was	Proposed	Councillor E Shepherd
	Seconded	Councillor R Dineley

**RESOLVED** that the Committee Chairman, Vice Chairman and Committee appointments in Minutes 8 to 10 be approved.

12. **APPOINTMENT TO OUTSIDE BODIES:**

It was	Proposed	Councillor E Shepherd
	Seconded	Councillor J Barnes

AGREED that appointments to outside bodies be made as follows:



14. **MATTERS ARISING FROM THESE MINUTES**

There were no matters arising.

15. **MAYOR'S ENGAGEMENTS FROM 20 MARCH TO 22 MAY 2023**

The list of Mayor's engagements was noted.

16. **PROGRAMME FOR TWINNING GUESTS FROM BENSHEIM:**

The draft programme of events for the twinning weekend (17 – 19 June) had been circulated prior to the meeting. Councillors were asked to inform Steve Catanach if they wished to attend any part of the weekend activities by Friday 26 May 2023.

17. **MATTERS FOR REPORT:**

The Clerk reported that an application for a grant towards a new kitchen at Market Hall had been made to Align. It was understood that the Align Board Members would be meeting on 24 May to discuss the grant application.

It was also reported that an agreement had been reached with a film company based at Pinewood Studios to use a portion of Barn Meadow for parking during filming at the Maltings. The financial contribution from the film company would be put towards renovating the kitchen at Market Hall.

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**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.**

There were no matters for discussion.

The meeting closed at 8.03pm.

Chairman ..... Date .....