

AMERSHAM TOWN COUNCIL

MINUTES OF THE ANNUAL STATUTORY MEETING

HELD ON MONDAY 12 MAY 2025

PRESENT:

Councillor Simon Woodhead (Town Mayor)
Councillor Jim Brown (Deputy Town Mayor)
Councillor Jonathan Allum
Councillor Heena Amarshi
Councillor Jane Barnes
Councillor Maura Brady
Councillor Martin Day
Councillor Paul Edwards
Councillor Elizabeth Kolb
Councillor Joe Noaman
Councillor Dominic Pinkney
Councillor Mark Roberts
Councillor Kelly Thornton
Councillor Amar Vyas
Councillor James Wilkinson

IN ATTENDANCE: Elizabeth Richardson (Town Clerk Finance & Policy)
Steve Catanach (Town Clerk Community Services & Engagement)

1. **APOLOGIES:** None

2. **ELECTION OF TOWN MAYOR:**

The retiring Mayor, Councillor Dominic Pinkney gave a short speech to thank Council for the opportunity of being the Town Mayor and thanked the office and depot staff, as well as fellow councillors for their support during his Mayoral year. Cllr Pinkney then invited nominations for the role of Mayor.

It was

Proposed
Seconded

Councillor M Roberts
Councillor D Pinkney

RESOLVED that **COUNCILLOR SIMON WOODHEAD** be elected **TOWN MAYOR** for the civic year 2025-26.

Councillor Woodhead thanked Councillors for electing him to serve as Mayor of Amersham for the 2025-26 civic year.

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

4. **ELECTION OF DEPUTY TOWN MAYOR:**
Councillor Woodhead invited nominations for the election of the Deputy Town Mayor.

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor J Barnes

RESOLVED that Councillor Jim Brown be elected as Deputy Town Mayor for the civic year 2025-26.

Councillor Brown 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:**

- a) It was **RESOLVED** that the membership of the Community Services Committee shall be as follows:

Proposed	Councillor D Pinkney
Seconded	Councillor M Roberts

COMMUNITY SERVICES & ENGAGEMENT COMMITTEE MEMBERSHIP

Councillor J Barnes
Councillors P Edward
Councillor H Amarshi
Councillor J Brown
Councillor M Day
Councillor E Kolb
Councillor J Noaman
Councillor D Pinkney
Councillor K Thornton
Councillor A Vyas
Councillor S Woodhead (*ex-officio as Town Mayor*)

- b) It was **RESOLVED** that the membership of the Planning Committee shall be as follows:

Proposed	Councillor M Day
Seconded	Councillor J Barnes

PLANNING & FOOTPATHS COMMITTEE MEMBERSHIP

Councillor Joe Noaman
Councillor K Thornton
Councillor J Allum
Councillor M Brady
Councillor J Brown
Councillor D Pinkney
Councillor M Roberts
Councillor A Vyas
Councillor J Wilkinson
Councillor S Woodhead

- c) It was **RESOLVED** that the membership of the Finance & General Purposes Committee shall be as follows:

Proposed	Councillor J Noaman
Seconded	Councillor E Kolb

FINANCE & GENERAL PURPOSES COMMITTEE MEMBERSHIP

Councillor M Day
Councillor M Brady
Councillor J Allum
Councillor H Amarshi
Councillor J Barnes
Councillor P Edwards
Councillor E Kolb
Councillor M Roberts
Councillor J Wilkinson
Councillor S Woodhead
Councillor J Brown (*ex-officio as Deputy Town Mayor*)

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

It was 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 J Allum
	Seconded	Councillor A Vyas

RESOLVED that Councillor J Barnes be appointed Chair of the Community Services & Engagement Committee

It was	Proposed	Councillor K Thornton
	Seconded	Councillor H Amarshi

RESOLVED that Councillor P Edwards 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 Community Services 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 K Thornton
	Seconded	Councillor J Brown

RESOLVED that Councillor J Noaman be appointed Chair of the Planning & Footpaths Committee

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor J Noaman

RESOLVED that Councillor K Thornton 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 Kolb
	Seconded	Councillor J Wilkinson

RESOLVED that Councillor M Day be appointed Chair of the Finance & General Purposes Committee

It was	Proposed	Councillor J Allum
	Seconded	Councillor H Amarshi

RESOLVED that Councillor Maura Brady be appointed Deputy Chair of the Finance & General Purposes Committee

b) Membership of Finance Sub-Committees:

Establishment Committee

It was	Proposed	Councillor M Roberts
	Seconded	Councillor J Barnes

RESOLVED that membership of the Establishment Committee should comprise the Mayor, Deputy Mayor, plus Councillor M Day and Councillor J Noaman

Grants Sub-Committee

Membership of the Grants Committee will be agreed at the next meeting of the Finance & General Purposes Committee.

c) Bank Mandate

It was	Proposed	Councillor M Roberts
	Seconded	Councillor J Barnes

RESOLVED that the Lloyds Bank Mandate be authorized with any two Members' signatures and one of the Town Clerks for all payments.

Council Meeting was re-convened

11. COMMITTEE CHAIRMAN AND COMMITTEE APPOINTMENTS

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor J Allum

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 M Day
	Seconded	Councillor J Noaman

AGREED that appointments to outside bodies be made as follows:

Outside Body	Councillor
Amersham Community Association	Jonathan Allum
Citizens Advice Bureau	Kelly Thornton
Amersham Community Board	Heena Amarshi
BMKALC	Mark Roberts
GE Healthcare Liaison Committee	Dominic Pinkney
Amersham Action Group	Paul Edwards
Amersham Band	Mark Roberts
Chiltern Chamber of Commerce	Elizabeth Kolb
Amersham & District Residents Association	Joe Noaman
Old Amersham Revitalisation Group	Jim Brown

13. COUNCIL MINUTES

a) Council Minutes

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor J Barnes

RESOLVED that the Minutes of the Council Meeting held on 24 March 2025 be confirmed as a true record and signed by the Mayor.

There were no matters arising.

b) (i) Planning and Footpaths Minutes

It was	Proposed	Councillor M Roberts
	Seconded	Councillor S Woodhead

RESOLVED that the Minutes of the Planning and Footpaths Working Group Meeting held on 28 April 2025 be accepted and the recommendations therein be adopted.

It was noted that the minutes of the Planning & Footpaths Working Group meeting held on 18 March 2025 could not be ratified, there being only one councillor present who attended the Working Group Meeting.

c) Finance & General Purposes Minutes

It was	Proposed	Councillor M Roberts
	Seconded	Councillor J Barnes

RESOLVED that the Minutes of the Finance & General Purposes Committee meeting held on 14 April 2025 be accepted and the recommendations therein be adopted.

14. **MATTERS ARISING FROM THESE MINUTES**

There were no matters arising.

15. **MAYOR'S ENGAGEMENTS FROM 24 MARCH TO 12 MAY 2025**

It was noted that the Mayor had not attended any public engagements during the pre-election period, but had attended the Orchard Lane VE Day street party on 5th May and the town council VE day events on 8th May.

16. **RENEWAL OF MEMBERSHIP WITH BUCS & MILTON KEYNES ASSOCIATION OF LOCAL COUNCILS (BMKALC)**

The Clerk's report had been circulated prior to the meeting. After brief discussion

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor J Noaman

RESOLVED to renew the council's membership for 2025-26 at a cost of £2,522.

17. **Buckinghamshire Council Matters**

a) **Community Infrastructure Levy (CIL) Payment**

It was reported that a payment of £3,230 had been received from Buckinghamshire Council, representing the Town Council's portion of the CIL contribution following development at two sites in Amersham. It was agreed that the matter would be referred to the Finance Committee to discuss possible projects for use of the contribution.

18. **MATTERS FOR REPORT:**

a) **Flint Barn Driveway**

The Clerk provided a verbal update following a survey of the drains under the cobbled driveway at Flint Barn.

b) **Hervines Park Playground**

Members noted the delay in the installation of the new playground at Hervines Park, due to the contractor experiencing problems with delivery of the equipment. The contractor is now providing additional staff to try and complete the project as quickly as possible.

c) Land to the rear of 146/148 Station Road

It was noted that a planning application had been submitted by Susan Daughtrey Education Ltd for use of the land to the rear of 146/148 Station Road, which is owned by the Town Council.

d) Amersham Bowls Club

The Clerk reported on a response from Amersham Bowls Club regarding the lease of the Hervines Park Clubhouse. As this response arrived after circulation of the Agenda, the matter will be deferred for discussion at the Finance Committee meeting scheduled for 9th June 2025.

e) Consultation on Neighbourhood Plan for Little Missenden

It was noted that Little Missenden Parish Council had sent a copy of their draft Neighbourhood Plan as part of their public consultation process. The Clerk was asked to forward the plan to all Councillors and the consultation will be added to the agenda for the next Planning Working Group meeting.

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.

There were no matters for discussion.

The meeting closed at 8.26pm.

Chairman Date