

AMERSHAM TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING OF

THE TOWN COUNCIL

HELD AT FLINT BARN COURT, CHURCH STREET, AMERSHAM  
ON MONDAY 24 MARCH 2025

PRESENT: Councillor D Pinkney – Town Mayor  
Councillor E Shepherd – Deputy Town Mayor  
Councillor J Barnes  
Councillor M Dormer  
Councillor M Flys  
Councillor C Jones  
Councillor H Maitland-Jones  
Councillor M Roberts  
Councillor S Woodhead

IN ATTENDANCE: Elizabeth Richardson (Town Clerk Finance & Policy)  
One member of the public (part meeting)

91. APOLOGIES: Councillor R Dineley  
Councillor V Head  
Councillor A Lamont  
Councillor P Milliner

92. ABSENT – NO APOLOGIES:  
Councillor S Scott-James

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

94. MAYOR'S ENGAGEMENTS –20 JANUARY TO 24 MARCH 2025:  
The list of engagements was noted.

95. COUNCIL AND COMMITTEE MINUTES:

a) Minutes of the Council Meeting held on 20 January 2025

It was	Proposed	Councillor H Maitland-Jones
	Seconded	Councillor J Barnes

**RESOLVED** that the Minutes of the Council Meeting held on 20 January 2025 be confirmed as a true record and to be signed by the Chair.

96. MATTERS ARISING FROM THE MINUTES OF 20 JANUARY 2025:  
There were no matters arising.

**97. RATIFICATION OF COMMITTEE MINUTES:**

**a) Planning and Footpaths Minutes –13 January, 3 & 24 February 2025**

It was	Proposed	Councillor H Maitland-Jones
	Seconded	Councillor S Woodhead

**RESOLVED** that the Minutes of the Planning and Footpaths Working Group Meetings held on 13 January, 3 & 24 February 2025 be accepted, and the recommendations therein be adopted.

**b) Finance & General Purposes Minutes – 17 February 2025**

It was	Proposed	Councillor M Roberts
	Seconded	Councillor J Barnes

**RESOLVED** that the Minutes of the Finance & General Purposes Committee meeting held on 17 February 2025 be accepted and the recommendations therein be adopted.

**c) Community Services & Engagement Minutes- 10 March 2025**

It was	Proposed	Councillor E Shepherd
	Seconded	Councillor J Barnes

**RESOLVED** that the Minutes of the Community Services & Engagement meeting held on 10 March 2025 be accepted and the recommendations therein adopted.

**d) Establishment Sub-Committee Minutes – 14 February 2025**

**RESOLVED** that the Minutes of the Establishment Sub-Committee meeting held on 14 February 2025 be accepted and the recommendations therein adopted.

**e) Climate Action Working Group Minutes – 11 March 2025**

**RESOLVED** that the Minutes of the Climate Action Working Group meeting held on 11 March 2025 be accepted and the recommendations therein adopted.

**98. MATTERS ARISING FROM THESE MINUTES:**

There were no matters arising.

**99. ADOPTION OF ENVIRONMENTAL POLICY:**

The draft Environmental Policy put forward by the Climate Action Working Group for approval and had been circulated prior to the meeting.

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor M Roberts

**RESOLVED** to adopt the policy as drafted.

**100. BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES AGREEMENT:**

The terms of the Devolved Services Agreement received from Buckinghamshire Council were noted.

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor E Shepherd

**RESOLVED** to accept the terms of the agreement for the proposed 4 year term (1 April 2025 to 31 March 2029) at £24,434.94 per annum (with annual inflationary uplifts for years 2, 3 & 4).

**101. 2<sup>nd</sup> INTERIM INTERNAL AUDIT:**

The internal auditor's 2<sup>nd</sup> interim audit report had been circulated prior to the meeting

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor C Jones

**RESOLVED** to formally receive the report and note the comments therein.

**102. UPDATE ON FLINT BARN ACCESS DRIVEWAY:**

The Clerk reported on the quotation received for a camera inspection of the Flint Barn culvert prior to any repairs of the cobbled driveway access.

It was	Proposed	Councillor M Roberts
	Seconded	Councillor C Jones

**RESOLVED** to accept the quotation of £1,400 for the remote camera inspection of the culvert.

**103. UPDATE ON OLD AMERSHAM CHRISTMAS EVENT 2025:**

Cllr Roberts and Cllr Flys reported that they are meeting with the event organisers to discuss the council's possible involvement with the event.

**104. REVIEW OF THE ANNUAL RISK REGISTER:**

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

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor E Shepherd

**RESOLVED** to accept the Risk Register and note the actions required.

**105. AMERSHAM BOWLS CLUB LEASE:**

After discussion,

It was	Proposed	Councillor D Pinkney
	Seconded	Councillor M Dormer

**RESOLVED** to propose a renewal of the Bowls Club lease on the terms suggested at the Finance Meeting held on 17 February 2025, with an increase from £2000 per annum to £3000 per annum for a ten year term. The Clerk will relay this offer to the Chair of the Bowls Club.

**106. BUCKINGHAMSHIRE COUNCIL MATTERS:**

**a) Road closure to carry out repairs to Market Hall**

The Clerk updated Councillors with the problems of getting permission for a road closure from Buckinghamshire Council to carry out the necessary repairs on the southern aspect of Market Hall. After discussion

It was	Proposed	Councillor S Woodhead
	Seconded	Councillor M Roberts

**RESOLVED** that the Clerk should write to Cllr Broadbent, Buckinghamshire Council Cabinet Member for Transport, to try to explain the urgency of the problem.

*Post Meeting note – following further discussion with Buckinghamshire Council officers, the Clerk was able to confirm that a date has been agreed for a road closure (Mondays to Fridays only) from 2 to 27 June 2025, to carry out the Market Hall repairs.*

**107. MATTERS FOR REPORT:**

**a) Hervines Park Playground**

The Clerk reported that a petition had been received from residents of Hervines Road, requesting Council to reconsider the location and some design aspects of the proposed replacement playground at Hervines Park. After consideration, Councillors unanimously agreed that the playground should stay in its current location, with the extension running alongside the northern boundary of the park. They did agree that the proposed location for the picnic tables would be re-examined once the other play equipment has been installed and that additional signage could be installed at the entrance to Hervines Park, indicating that there is a car park at the end of the drive for vehicles to turn. The Clerk was asked to relay Councillors' comments to residents of Hervines Road via a letter-drop.

**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.**

**90. 126a Station Road – Town Council land adjacent to property:**

The Town Clerk gave a verbal report regarding the parking on land owned by Amersham Town Council adjacent to 126a Station Road.

It was	Proposed	Councillor M Roberts
	Seconded	Councillor S Woodhead

**RESOLVED** that the depot staff carry out repairs to the brick wall on the site and that the clerk relay this information to the leaseholder’s solicitor.

The meeting closed at 8.19pm.

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

Council