



# AYLESBURY TOWN COUNCIL

Town Hall, 5 Church Street, Aylesbury, Bucks, HP20 2QP  
Town Clerk/CEO: Keith Gray JP, FSLCC

Telephone: 01296 425678  
Fax: 01296 426134  
Website: [aylesburytowncouncil.gov.uk](http://aylesburytowncouncil.gov.uk)  
Contact: **Judith Priest, CiLCA**  
E-mail: [judith.priest@aylesburytowncouncil.gov.uk](mailto:judith.priest@aylesburytowncouncil.gov.uk)

6 March 2024

To: **Residents of Aylesbury**

You are invited to attend a meeting of the Town Council to be held on **Tuesday 14 March 2024, at 7pm at the Council Chamber, Town Hall, 5 Church Street, Aylesbury HP20 2QP.**

A period not exceeding 15 minutes is made available prior to the formal start of the meeting, where the public so require, to raise issues relating to matters over which the council has duties, powers or influence.

Yours sincerely

*Keith Gray*

**Keith Gray, JP  
TOWN CLERK**

## **Agenda: Aylesbury Town Council - 14 March 2024**

- 1. To receive, note and agree apologies for absence**
- 2. Mayor's Announcements**
- 3. Leader's Announcements**
- 4. Declarations of Interest or Requests for Dispensation**  
To declare and note any personal or prejudicial interests, and to declare and note any pecuniary and non-pecuniary interests or requests for dispensation.
- 5. Minutes**  
To agree as a correct record the Minutes of the Meeting of the Town Council held on 30 January 2024.
- 6. Matters arising on the Minutes**  
To receive a report from the Clerk on additional matters not on the agenda, if applicable.

## 7. Committee Minutes and Reports

To take Minutes “as read” and to note/accept Minutes accordingly

- i) **Planning & Licensing Committee** - Cllr M Willis
  - a) To receive the minutes of the meeting held on Monday 29 January 2024.
  - b) To receive the draft minutes of the meeting held on Monday 26 February 2024.
  - d) To receive any important updates from the chairman following the meeting held on Monday 11 March 2024.
- ii) **Policy Committee** - Cllr R Lloyd
  - a) To receive the draft minutes of the meeting held on Wednesday 7 February 2024.
- iii) **Direct Services** - Cllr W Raja
  - a) To note that the next meeting will take place on Wednesday 20 March 2024.
- iv) **Communities Committee** - Cllr T Dixon
  - a) To receive draft minutes of the meeting held on Tuesday 6 February 2024.
- v) **Grants Committee** - Cllr S Morgan
  - a) To note that the next meeting will take place on Wednesday 27 March 2024.
- vi) **Finance Committee** - Cllr A Christensen
  - a) To receive any important updates from the chairman following the meeting held on Wednesday 13 March 2024.

## 8. Financial

- a) To accept the Cost Centre Budget Monitoring Report to Month 9 (December )
- b) Cash Books for Month 9 (December 2023)
- c) To accept the Cost Centre Budget Monitoring Report to Month 10 (January 2024)
- d) Cash Books for Month 10 (January 2024)
- e) To receive, note and approve the Internal Audit Report 2023-24: Interim Update

## 9. Devolved Services Agreement 2024-2025

Councillors have been copied into the proposed Devolved Services Agreement (DSA).

Aylesbury Town Council is the current “Cluster Lead” for several parish councils as part of the DSA scheduled works and responsibilities.

- a) Council to agree and sign the Devolved Services Agreement between Buckinghamshire Council and Aylesbury Town Council.
- b) Council to formally agree to continue the current arrangements with the current listed Parish Councils with Aylesbury Town Council as the “Cluster Lead” for the required works as stated in the DSA.

- c) The Town Clerk to continue managing the DSA for and on behalf of Aylesbury Town Council.

## **10. Outside Body Reports**

To receive, if any, verbal reports from Outside Body representatives

## **12. Committees Question Time**

- i) **Planning & Licensing Committee** - Cllr M Willis
- ii) **Policy Committee** - Cllr R Lloyd
- iii) **Direct Services** - Cllr W Raja
- iv) **Communities Committee** - Cllr T Dixon
- v) **Grants Committee** - Cllr S Morgan
- vi) **Finance Committee** - Cllr A Christensen

## **13. Date Of Next Meeting**

To note that the next meeting of the Council will be held on Thursday 11 April 2024 at 7pm in the Council Chamber, Town Hall, Church Street, Aylesbury, HP20 2QP.

The Annual Meeting of the Town will be held on Thursday 11 April 2024 at 6:30pm in the Council Chamber, Town Hall, Church Street, Aylesbury, HP20 2QP.