



AYLESBURY
TOWN COUNCIL

**Minutes of the Annual Council Meeting held on Thursday 11 May 2023, in the
Council Chamber, Aylesbury Town Hall, 5 Church Street, Aylesbury,
HP20 2QP at 7pm**

In the Chair: Cllr T Dixon (Town Mayor)

Present:

M. Azam	M. Baldwin	S. Bateman	S. Chapple
A. Christensen	C. Hendren	T. Hussain	R. King
P. Koya	S. Lambert	R. Lloyd	N. Mehta
A. Morgan	S. Morgan	A. Sherwell	D. Summers
D. Thompson	G. Wadhwa	M. Willis	

Officers: Mr Keith Gray, JP (Town Clerk)
Mrs Judith Priest (Deputy Town Clerk)

4 members of the public

The Town Mayor opened the meeting at 7pm and welcomed all members. He had greatly enjoyed his year in office, meeting and representing the people of Aylesbury as Mayor.

1. Election of Town Mayor (Chairman of the Council)

To elect the Town Mayor for 2023/24.

Cllr Anders Christensen proposed, Cllr Tuffail Hussain seconded that Cllr Steven Lambert be elected as Town Mayor for Aylesbury for the term of one year. No further nominations were forthcoming and on being put to the vote this proposal was carried unanimously.

Resolved: That Cllr Steven Lambert be duly elected Town Mayor for the municipal year 2023/24.

Cllr Steven Lambert in the Chair.

Resolved: The Mayor signed the Declaration of Acceptance of Office before the Town Clerk and Proper Officer of the Council.

The Town Mayor thanked his proposer, seconder and all members for electing him.

2. Apologies

To receive and accept apologies of absence from Town Councillors.

Apologies received from Cllr M Winn (prior commitment), Cllr T Hunter-Watts (work commitment), Cllr N Hussain (prior commitment), Cllr W Raja (work commitment), Cllr R Khan BEM (family commitment)

Resolved: To unanimously agree that the above apologies be received and accepted.

3. Declarations of Interest

a) To receive any pecuniary and non-pecuniary declarations of interest.

Resolved: No declarations of pecuniary and non-pecuniary interest made.

b) That Council delegate to the Clerk to grant dispensations.

Resolved: That the Town Clerk be delegated the power to grant dispensations (under s101 of the Local Government Act 1972).

c) To receive and grant any applications for dispensation

Resolved: No requests for dispensations made

4. Election of Deputy Mayor

To elect the Deputy Town Mayor for 2023/24.

Proposed by Cllr Gurinder Wadhwa, seconded by Cllr Tuffail Hussain that Cllr Alan Sherwell be elected as Deputy Town Mayor for a term of one year. No further nominations were forthcoming and on being put to the vote the proposal was carried unanimously.

Resolved: That Cllr Alan Sherwell be duly elected as Deputy Town Mayor for the municipal year 2023/24.

Resolved: The Deputy Town Mayor signed the Declaration of Acceptance of Office before the Town Clerk and Proper Officer of the Council.

5. Coronation of HM King Charles III

To agree to send a letter from the Town Mayor on behalf of the Town Council to HM King Charles III.

Resolved: Council unanimously agreed for the Mayor to send a letter on behalf of the Town Council to HM King Charles III congratulating him on his coronation on 6 May 2023.

6. Minutes

Resolved: To unanimously agree as a correct record the Minutes of the Meeting of the Town Council held on 13 April 2023.

7. Committee Minutes and Reports

Resolved: Unanimously agreed, to take Minutes “as read” and to note/accept Minutes listed below.

Planning & Licensing Committee - Cllr M Willis

- a) To receive the Minutes of the meeting held on 11 April 2023
- b) To receive the draft Minutes of the meeting held on 24 April 2023
- c) To receive any important updates from the chairman following the meeting held on 9 May 2023.

8. Appointment of Leader of the Council (Political Appointment)

To elect the Leader of the Council.

It was proposed by Cllr Mark Willis, seconded by Cllr Anders Christensen, that Cllr Richard Lloyd be Leader of the Council for the municipal year 2023/24. On being put to the vote the proposal was carried unanimously.

Resolved: That Cllr Lloyd be duly elected Leader of the Council for 2023/24.

9. Committee Structure

To agree the following Committee structure for 2023/24. To agree the membership of each committee according to Council’s Standing Orders.

The Town Clerk indicated that prior discussions had been held with the respective group leaders and proposed that the existing Committee Structure be retained as follows, politically balanced.

Resolved: The following committees shall be the Standing Committees of the Town Council, and the current Terms of Reference shall remain as agreed, subject to amendments as appropriate in Standing Orders to reflect size of committees.

- a) Policy Committee - 13 members: all Chairs and Vice Chairs of the other five standing committees plus the Town Mayor, Deputy Mayor and Leader of the Council.
- b) Finance Committee - 7 members: 6 Liberal Democrat, 1 Conservative,
- c) Planning Committee - 9 members: 7 Liberal Democrat, 2 Conservative
- d) Direct Services Committee - 9 members: 7 Liberal Democrat, 2 Conservative
- e) Communities Committee - 9 members: 7 Liberal Democrat, 2 Conservative
- f) Grants Committee - 7 members: 6 Liberal Democrat, 1 Conservative.

Resolved: The following committee membership was confirmed by the group leaders prior to the meeting and unanimously accepted by the council.

Finance Committee

Cllrs A. Christensen, A. Sherwell, P. Koya, R. Lloyd, T. Dixon, N. Mehta, R. King

Planning and Licensing Committee

Cllrs M. Willis, C. Hendren, G. Wadhwa, A. Sherwell, T. Hunter-Watts, M. Azam, N. Hussain

Grants Committee

Cllrs S. Morgan, M. Baldwin, C. Hendren, T. Hussain, S. Bateman, A. Morgan, S. Chapple

Communities Committee

Cllrs T. Dixon, S. Bateman, A. Christensen, T. Hunter-Watts, N. Mehta, A. Sherwell, M. Willis, D. Summers, D. Thompson

Direct Services

Cllrs W. Raja, S. Lambert, P. Koya, A. Morgan, R. Lloyd, N. Hussain, M. Azam, M. Winn, R. King

10. Appointment of Committee Chairs

Resolved: Unanimously agreed that the following councillors named shall be Chairman of the following Standing Committees of the Town Council:

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|---|---------------------|
| a) Chairman of the Policy Committee | Cllr R. Lloyd |
| b) Chairman of the Finance Committee | Cllr A. Christensen |
| c) Chairman of the Planning and Licensing Committee | Cllr M. Willis |
| d) Chairman of the Direct Services Committee | Cllr W. Raja |
| e) Chairman of the Communities Committee | Cllr T. Dixon |
| f) Chairman of the Grants Committee | Cllr S. Morgan |

11. Signatories for cheques

The Town Clerk advised that four cheque signatories are required and that the current cheque signatories are happy to remain in situ.

Resolved: Council unanimously agreed that Cllrs M. Baldwin, D. Summers, T. Hunter-Watts and S. Lambert be signatories for 2023/24 to sign cheques on behalf of the Council.

12. Appointment of Internal Auditors

Proposal that the Council continues with, and appoints, the firm of Auditing Solutions Ltd as Internal Auditors to the Town Council for 2023/24.

Resolved: The council unanimously agreed that Auditing Solutions Ltd remain appointed as the Council's Internal Auditors.

13. General Power of Competence

To resolve to take the General Power of Competence and to agree that the Town Council meets the criteria for eligibility relating to its Electoral mandate and qualified Clerk.

The Town Clerk reminded members of the benefit of adopting the General Power of Competence and advised Council to so adopt the Power.

Resolved: Council unanimously agreed to take the powers of the General Power of Competence and acknowledge and agree that the Council meets the criteria for eligibility to its electoral mandate and qualified clerk.

14. Councillor Representatives on Outside Bodies

Nominations were sought for Outside Body representatives.

Cllr Richard Lloyd explained that the Aylesbury Town Twinning Association is currently dormant and in agreement with the chairman of the association and the town clerk, it is proposed that the Council will not appoint an outside bodies representative on this occasion but will do so when the association starts to meet again.

Resolved: Council unanimously agreed with the approach to wait with the appointment of representatives for the Aylesbury Twinning Association at present.

Resolved: To nominate and unanimously agree the following Councillors as representatives of the Town Council on Outside Bodies in 2023/24.

- a) Arla Liaison Group - Cllr T. Hunter-Watts
- b) Armed Forces Covenant - Cllr D. Summers
- c) Aylesbury Community Board - Cllr A. Sherwell
- d) Aylesbury Garden Town Board - Cllr R. Lloyd
- e) Aylesbury Multi-Cultural Community Centre - Cllr D. Summers
- f) The Emans Trust - Cllr N. Mehta
- g) William Harding Charity Trust - Cllr S. Bateman

15. Reports from Representatives to Outside Bodies

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

Aylesbury Garden Town, Cllr Richard Lloyd

- The first Advisory Board meeting has taken place last month. It was confirmed that there is no further money from Homes England to run Garden Town the way it initially started.
- There is also no new money for the Gardenway and any works that will be done on the Gardenway will need to link in with new developments.
- The parishes to the south of Aylesbury are still not represented on the advisory board and a discussion took place these councils should have representatives on the board.
- There is money for the Town Centre regeneration. Cllr Lloyd advised the council that in the meeting he reiterated that any Town Centre regeneration need to come with a proper maintenance plan and money, so it continues to look good, unlike the Exchange which has fallen into disrepair within four years of opening. Cllr Lloyd was advised by Buckinghamshire Council officers that they are liaising with the contractors for the Exchange to have the space repaired.
- Cllr explained that the information he received prior to the meeting showed a line for Stewardship project for parks and recreational spaces. He raised concerns about this point as devolution is handled by a separate board and not the Garden Town Advisory Board and parks and recreational spaces fall under the ongoing devolution discussions.
- No further meetings dates have been arranged for the Advisory Board to meet.

Cllr A Sherwell emphasised that the Open Mic event had to take place in the Coffee shop, rather than the Exchange, as there is no working electricity in the Exchange area. This also prevents any other events taking place in this space.

Cllr S Morgan asked if the non-electricity in the Exchange will have an impact on the Christmas Lights for this year. She also asked that it is being reiterated to Buckinghamshire Council how important it is to liaise with the Town Council on any works that take place to ensure the work doesn't have an impact on planned events and the Christmas Lights.

Armed Forces Covenant, Cllr Denise Summers

Cllr Summers highlighted the upcoming events for the local armed forces organisations

- 12 June Buckinghamshire Council's Armed Forces Conference
- 13 June Oxfordshire and Buckinghamshire Armed Forces Briefing 2023 (SERFCA)
- 24 June Armed Forces Day Bletchley
- 24 July The Crown High Wycombe for Armed Forces Day.

Aylesbury Community Board, Cllr Alan Sherwell

Advised that he attends the main meetings and sub-group meetings. He feels that communication on the various projects and sub-groups with all representatives could be improved and suggested that a conversation is had with the community board officers on how best to community with the parish councils going forward to ensure everyone is aware of what the different groups and projects do.

Multi-Cultural Centre, Cllr Denise Summers

Nothing to report

Eman Trust, Cllr Nidhi Mehta

Nothing to report

William Harding Trust, Cllr Sherrilyn Bateman

Spoke with the Trustees regarding the issuing of cheques from the hardship fund as there was a one-month delay from decision making to issuing cheques and many people needed the grant sooner. The trustees have agreed a new procedure to ensure that cheques are signed quicker so recipients receive the money sooner.

16. Council Meetings Schedule 2023/24

To agree the dates for meetings for the municipal year 2023/24

Resolved: That the Council and Committee meeting schedule for 2023/24 as attached to the agenda be duly endorsed.

17. Councillor Allowances

To formally approve Councillor Allowances as detailed in the Council's budget/precept for 2023/24.

Resolved: Council formally and unanimously approved the agreed scheme of allowances for 2023/24 as detailed in the council's budget/precept for 2023/24.
£1,023 per annum - Councillor allowance
£3,100 per annum - Town Mayor allowance

18. Review of Council Policies and Procedures

Resolved: Council unanimously agreed and accepted its current policies and procedures but delegates to the Policy Committee to review these in depth and bring to full council any amendments or policy proposal changes for ratification.

19. Review of Standing Orders and Financial Regulations

Resolved: Council formally and unanimously agreed to continue with the current Town Council Standing Orders without any amendments or changes until such time as the Town Clerk or Council wishes to make changes or changes are required by legislation.

20. Devolved Assets from Buckinghamshire Council

That the Council reaffirms its commitment to taking on devolved services and assets and continue to engage with Buckinghamshire Council concerning the devolvement of assets and services.

Cllr Anders Christensen commented that any discussion with Buckinghamshire Council need to ensure that any assets transferred to the town council are in a good state of repair or are being transferred with special expenses money so repairs can be carried out. The town council also needs autonomy on how it operates and looks after the assets for the benefits of Aylesbury residents.

Resolved: The council unanimously reaffirms its commitment to taking on devolved assets and continues to engage with Buckinghamshire Council regarding devolving assets such as community centres, recreation grounds, parks, open spaces and the Market to the Town Council.

Cllr Denise Summers thanked the outgoing Mayor, Cllr Tim Dixon for his successful year and commented on how he raised the profile of the office of Town Mayor by appearing numerous times on the Council's social media. Cllr Tim Dixon thanked all councillors for their support throughout his mayoral year.

There being no further business of the Council, the Town Mayor closed the meeting at 7:31pm.

Signed: _____ Date: _____
Town Mayor