



**MINUTES OF THE ANNUAL MEETING OF AYLESBURY TOWN COUNCIL HELD
AT THE TOWN HALL, 5 CHURCH STREET, AYLESBURY, ON THURSDAY 9TH
MAY 2019**

In the Chair: Cllr M Willis (Town Mayor)

Present:

Cllr B Adams	Cllr C Adams	Cllr M Bateman
Cllr B Chapple OBE	Cllr Mrs S Chapple	Cllr A Christensen
Cllr Mrs A Harrison	Cllr T Hussain	Cllr A Huxley
Cllr R Lloyd	Cllr G Moore	Cllr Mrs S Morgan
Cllr Mrs J Puddefoot	Cllr W Raja	Cllr Mrs B Russel
Cllr M Smith	Cllr Mrs D Summers	Cllr Mrs R Takodra MBE
Cllr M White	Cllr M Willis	Cllr M Winn
Cllr S Jarvis	Cllr T Dixon	

Officers in attendance: Mr K Gray (Town Clerk)
Mr M Broughton (Deputy Town Clerk)
Mrs J Priest (Senior Communities Officer)
Mrs S Carpenter (Mayor's PA)

Mr M Cousins (Official Photographer)
Four members of the public

The Town Mayor called the meeting to order at 7.15 p.m. and welcomed all present.

1. ELECTION OF TOWN MAYOR (CHAIRMAN OF THE COUNCIL)

To elect the Town Mayor 2019/20

Cllr Mrs A Harrison proposed, Cllr R Lloyd seconded that Cllr M Smith be elected as Town Mayor for Aylesbury for the term of one year. There were no further nominations. On being put to the vote there were For 22, Against 0, Abstentions 2 and thus the proposal was carried.

RESOLVED: That Cllr Mike Smith be duly elected Town Mayor of Aylesbury for the Civic Year 2019/20.

Cllr Smith in the Chair

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

The Mayor thanked members for electing him as Mayor and introduced his partner, Kerrie Jackson, who would be his consort in the coming civic year. He announced that his nominated charity would be Aylesbury Youth Concern.

2. TO RECEIVE, NOTE AND AGREE APOLOGIES FOR ABSENCE

RESOLVED: To receive, note and accept the following apologies from Councillors for non-attendance at the meeting.

The Deputy Town Clerk reported that apologies for absence had been received from Cllr Mrs J Bloom (prior commitment).

3. DECLARATIONS OF INTEREST

To receive any pecuniary or non-pecuniary declarations of interest.

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

Receive and grant any application for Dispensations.

No declarations of interest or applications for dispensation were made.

4. ELECTION OF DEPUTY MAYOR

To elect the Deputy Mayor for 2019/20

Proposed by Cllr Christensen, seconded by Cllr Willis that Cllr Hussain be elected as Deputy Town Mayor for a term of one year. There were no further nominations forthcoming.

On being put to the vote, For 21, Against 0 and Abstentions 3.

RESOLVED: That Cllr Tuffail Hussain be duly elected as Deputy Town Mayor in the civic year 2019/20.

RESOLVED: The Deputy Town Mayor read out and signed the Declaration of the Acceptance of Office before the Town Clerk and Proper Officer of the Council

5. MINUTES

To receive and accept the Minutes/draft Minutes:

a) Planning & Licensing Committee on 8th April 2019

b) Communities Committee on 9th April 2019

c) Policy Committee on 10th April 2019

d) Town Council on 11th April 2019

e) Planning & Licensing Committee on 23rd April 2019

RESOLVED: That the minutes/draft minutes be duly received, accepted and agreed and that the minutes of the Town Council meeting on 11th April 2019 be signed as a true record.

6. APPOINTMENT OF LEADER OF THE COUNCIL (Political Appointment)

To elect the Leader of the Council

It was proposed by Cllr Mrs J Puddefoot, seconded by Cllr Hussain that Cllr R Lloyd be Leader of the Council in 2019/20. There were no further nominations. On being put to the vote there were For 21, Against 0, Abstentions 3.

RESOLVED: That Cllr Richard Lloyd duly serve as Leader of the Council in 2019/20.

7. COMMITTEE STRUCTURE

To agree the Committee structure for 2019/20. To agree the membership of each committee according to Standing Orders.

The Town Clerk indicated that group leaders had submitted no nominations for membership of the committees.

RESOLVED: It was proposed by Cllr Mrs A Harrison, seconded by Cllr Mrs D Summers that nominations for Committee membership be submitted to the Town Clerk before the next scheduled meeting of the Council, and that the existing membership be noted as shown below.

Policy Committee

11 members (Leader of the Council, All Chairs and Vice Chairs of standing committees plus the Town Mayor)

Finance Committee

7 members (Cllrs Smith, White, Mrs Harrison, Christensen, Winn, B Chapple and Mrs Summers)

Planning & Licensing Committee

9 members (Cllrs Lloyd, Willis, White, Hunter-Watts, Dixon, Moore and Bateman). 2 vacancies.

Direct Services Committee

9 members (Cllrs Mrs Harrison, Hunter-Watts, Mrs Puddefoot, White, Raja, Moore, B Chapple, C Adams and Huxley)

Communities Committee

9 members (Cllrs Dixon, Mrs Harrison, Lloyd, Hunter-Watts, Christensen, Mrs Summers, Mrs Russel, Bateman and C Adams)

Grants Committee

7 members (Cllrs Mrs Puddefoot, Raja, Dixon, Mrs Takodra, Hussain, Mrs Summers and B Adams).

RESOLVED: Terms of Reference for the Standing Committees was duly endorsed with no changes.

8. APPOINTMENT OF COMMITTEE CHAIRS

Proposal that the Council appoints Chairman of their Standing Committees

RESOLVED: It was proposed by the Leader of the Council, seconded by Cllr Mrs A Harrison and duly agreed unanimously, that the following chairmanships be appointed in 2019/20.

Chairman of Policy Committee	Cllr Lloyd
Chairman of Finance Committee	Cllr Smith
Chairman of Planning & Licensing Committee	Cllr Lloyd
Chairman of the Direct Services Committee	Cllr Jarvis
Chairman of the Communities Committee	Cllr Dixon
Chairman of the Grants Committee	Cllr Mrs Puddefoot

9. SIGNATORIES FOR CHEQUES

To agree the signatories for 2019/20 to sign cheques on behalf of the Council.

The Town Clerk advised that there were presently five authorised signatories, Cllrs Mrs Takodra, Mrs Harrison, Mrs Russel, Smith and Hunter-Watts.

RESOLVED: It was proposed by Cllr Lloyd, seconded by Cllr Huxley and duly carried that the existing five signatories be retained as authorised signatories in 2019/20.

10. 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 2018/19.

RESOLVED: It was proposed by Cllr Smith, seconded by Cllr Mrs Summers and carried unanimously that the Council continues with, and appoints, the firm of Auditing Solutions Ltd as Internal Auditors to the Town Council for 2019/20.

11. GENERAL POWER OF COMPETENCE

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

RESOLVED: It was proposed by Cllr Christensen, seconded by Cllr White and on being put to the vote duly carried unanimously that the Council take the powers of General Power of Competence and to agree that the Council meets the criteria for eligibility relating to its electoral mandate and qualified Clerk.

12. COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

Proposal to nominate councillors as representatives to Outside Bodies

Nominations were sought for Outside Body representatives.

- 1) Aylesbury Town Twinning Association (2 representatives). Cllr Hunter-Watts. No further nominations.
- 2) Aylesbury Vale Multi-cultural Community Centre (1 representative). Cllr Mrs Summers.
- 3) Town Centre Partnership (1 representative in addition to the Town Clerk). Cllr Willis.
- 4) Elizabeth Eman Trust (1 representative). Cllr Mrs Puddefoot.
- 5) GALAF (3 representatives). Cllrs Willis and Dixon. No further nominations.
- 6) William Harding Trust (1 representative). Cllr Mrs Takodra.
- 7) Arla Liaison Group (1 representative). Cllr Hunter-Watts.

RESOLVED: To nominate and agree the following Councillors as representatives of the Town Council on Outside Bodies:

- | | |
|---|----------------------------------|
| 1. Aylesbury Town Twinning Association | Cllr Hunter-Watts
[1 vacancy] |
| 2. Aylesbury Vale Multi-Cultural Centre | Cllr Mrs Summers |
| 3. Town Centre Partnership | Cllr Willis
Town Clerk |
| 4. Elizabeth Eman Trust | Cllr Mrs Puddefoot |
| 5. GALAF | Cllr Willis |

- 6. William Harding's Charity Trust
- 7. Arla Liaison Group

Cllr Dixon
[1 vacancy]
Cllr Mrs Takodra
Cllr Hunter-Watts

13. COUNCIL MEETINGS SCHEDULE 2018/19

To agree dates for meetings of the Town Council and its committees

RESOLVED: That the Council and Committee meeting schedule for 2019/20 as attached to the agenda be duly endorsed.

14. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

To receive reports from Outside Body representatives
Aylesbury Town Twinning Association - No report

Aylesbury Multi-Cultural Community Centre - Cllr Mrs Summers reported that at the last meeting all members of the executive had received dementia training provided by ATC's Bee Lasoye.

Town Centre Partnership - No report

Elizabeth Eman Trust - No report

GALAF - No report

William Harding Trust - Cllr Mrs Takodra had provided a brief written report which would be attached to these Minutes.

Arla Liaison Group - No report

15. COUNCILLOR ALLOWANCES

To formally approve Councillor Allowances as detailed in the Council's budget/precept for 2019/20.

Cllr Willis suggested that the level of allowances had remained unchanged for many years and that an independent review would be both appropriate and timely, with any recommended changes being agreed in advance of the new Council to be elected in May 2020. Cllr Smith felt that this matter should be referred to the Policy Committee for further consideration.

RESOLVED: That Councillor Allowances in 2019/20 be duly endorsed.

16. REVIEW OF COUNCIL POLICIES & PROCEDURES

RESOLVED: That the Council accepts 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

17. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED: That the Council agrees to continue with the current Standing Orders without any amendments or changes until such time as the Town Clerk or Council wishes to make changes.

18. REVIEW OF COUNCIL CONTRACTS AND PROFESSIONAL ADVISORS

RESOLVED: That the Council continues with its current contracts for maintenance, utilities and all other business areas until such time as the Council or Town Clerk wishes to change in accordance with the Town Council's Standing Orders and Financial Regulations

The Town Mayor closed the meeting at 7.47 p.m.

Mayor _____ Date _____