

**High Wycombe Charter Trustees**  
**Mayor's Parlour, District Council Offices, High Wycombe HP11 1BB**  
*Town Clerk: Tel: 01494 421009    Secretary: Tel: 01494 421134*

*Mayor 2018-2019:*            *Cllr. Sarfaraz Khan Raja*  
*Town Clerk & Treasurer:* *William G. Reid*  
*Mayor's Secretary:*        *Mrs. Sandra Snaith*

*Email: mayor@wycombe.gov.uk*  
*Email: William.Reid@wycombe.gov.uk*  
*Email: Sandra.Snaith@wycombe.gov.uk*

**MINUTES OF A MEETING OF THE CHARTER TRUSTEES**  
**HELD IN WYCOMBE DISTRICT COUNCIL CHAMBER**  
**ON TUESDAY, 13<sup>th</sup> NOVEMBER 2018**

**Meeting began at 6.00pm**

**Present**

Cllrs Sarfaraz Khan Raja (Mayor), Khalil Ahmed, Zia Ahmed, Mohammed Asif, Andrea Baughan, Lesley Clarke OBE, Marten Clarke, Ray Farmer, Tony Green, Alan Hill, Arif Hussain, Mahboob Hussain, Maz Hussain, Matt Knight, Brian Pearce, Rafiq Raja, Nigel Teesdale

William Reid, Town Clerk

1.        The meeting commenced with prayers

2.        **Apologies**

Cllrs Mohammed Hanif, Abdullah Hashmi and Julia Wassell

3.        **Minutes of the Charter Trustee Meeting held on 11<sup>th</sup> September 2018**

The Minutes were approved.

4.        **Matters Arising**

No points were raised.

5.        **Charter Trustee Accounts**

Cllr Lesley Clarke raised a point regarding payment of salary for Sandra Snaith. Once again due to a delay at the accountants and our inability to open their electronic advice the salary had not been paid on time. The Town Clerk advised that he planned to visit the accountants to discuss methods of improving the system. The Charter Trustees discussed using other professional finance groups. Cllr Tony Green advised that there was a process with which we could process the wages. The Town Clerk will find out more about this process with a view to introducing it.

6. **Mayors' Appeal 2017/18**

The final balance has now been disbursed and we are awaiting a bank statement showing a zero balance.

7. **Presentation to Macebearer Roy Bagley**

A John Lewis voucher for £250.00 was presented to Roy on 17<sup>th</sup> September 2018. He stated how much he had enjoyed his time as Macebearer under a wide range of Mayors. He was thanked for his service and was offered our good wishes for his future on the Isle of Wight.

8. **Appointment of new Macebearer**

Following an interview process John Shaw was invited to take on the role and he accepted. We are looking forward to welcoming John into the Mayor's team for many years to come.

9. **Macebearer Uniform**

The uniform of the previous Macebearer was in need of replacement and wouldn't fit the new Macebearer. The Charter Trustees agreed we should arrange to get John measured for a new uniform.

10. **Attendance at Remembrance Day 11.11.18**

Following a programme of publicity the number of people both in the Parade and observing appeared to be higher than in recent years. The day's events commenced with a Bugler playing Reveille and the Team Rector offered a blessing for the day. The main feature was the Parade with approximately 350 people marching, a service outside the church culminating in the Last Post followed by the two minutes silence. Following this a Church service was held followed by a reception in the Town Hall.

At 7.00pm the Chairman of the Council lit a beacon at Tom Burt's Hill. At 7.05pm, outside All Saints' Parish Church, the Town Crier read a poem specially written for the day, 'A Cry for Peace'.

11. **Carol Service**

The next event in the CT calendar is the Mayor and Charter Trustees Carol Service in the Parish Church at 4.30pm on Sunday 9<sup>th</sup> December 2018. All members were encouraged to attend with their wider family. The Carol Service this year will give the audience more chance to play a major part.

12. **Any Other Business**

The Town Clerk advised that Anthony Mark Robinson, who had been Mayor in 1979/80, had died and the Town Clerk had been asked if we should put an obituary in the Bucks Free Press. The Charter Trustees stated that we had not provided this for any other Mayor and we should not provide an article to the BFP.

Meeting closed at 18:27