

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

<i>Mayor 2019-2020:</i>	<i>Cllr. Mazamal Hussain</i>	<i>Email: mayor@wycombe.gov.uk</i>
<i>Town Clerk & Treasurer:</i>	<i>William G. Reid</i>	<i>Email: William.Reid@wycombe.gov.uk</i>
<i>Mayor's Secretary:</i>	<i>Mrs. Sandra Snaith</i>	<i>Email: Sandra.Snaith@wycombe.gov.uk</i>

**MINUTES OF A MEETING OF THE CHARTER TRUSTEES
HELD IN WYCOMBE DISTRICT COUNCIL CHAMBER
ON TUESDAY, 21st JANUARY 2020**

The meeting began at 6.00pm

Present:

Cllrs: Khalil Ahmed, Zia Ahmed, Andrea Baughan, Lesley Clarke OBE, Marten Clarke, Ray Farmer, Sebert Graham, Tony Green, Alan Hill, Arif Hussain, Mahboob Hussain, Maz Hussain, Matt Knight, Brian Pearce, Rafiq Raja, Julia Wassell

Apologies:

Cllrs: Mohammed Hanif, Sarfaraz Khan Raja, Nigel Teesdale

1. The meeting commenced with prayers led by Revd Hugh Ellis.

2. **Minutes of the last Charter Trustee meeting**

The Minutes of the meeting held on Tuesday, 10th September 2019 were agreed.

3. **Matters Arising**

No matters were raised.

4. **Attendance at Civic Functions**

The Town Clerk provided a list of meetings and events held in 2019 and a breakdown of attendance by Charter Trustees. Of these three members had attended three meetings or less. He asked what action should be taken. Cllr Marten Clarke advised that no action could be taken against Charter Trustees either for non-attendance or even for not being active in their ward. Cllr Brian Pearce pointed out that he had not been made aware of the extra responsibilities of being a Charter Trustee when he was elected. Cllr Tony Green suggested that new members should be made aware of the role of a Charter Trustee.

5. **Repair to the Mace**

The Town Clerk advised that he had arranged for a crack in the Mace to be repaired and that after the next Civic Service he would arrange for the Mace to be re-gilded.

6. **Precept**

The Town Clerk advised that there would be a balance in the accounts at the end of the financial year. He suggested he should apply for the same precept as last year which should mean a slight reduction in the charge.

7. **Civic Service**

The next Civic Event is to be held at The Pastures Church on Sunday, 16th February 2020. The Town Clerk is arranging a site to park and robe – hopefully the local school.

8. **The Mayor's visit to Pakistan**

The Town Clerk advised that the Mayor would be visiting Pakistan in late February. Cllr Green asked if the Mayor was going as the result of an invite. The Mayor advised that two groups had invited him.

9. **Mayor Making**

Mayor Making will be held on Saturday, 16th May this year. Nomination forms will be sent out in March. Members suggested that this would preclude any new members, or members who had previously been Councillors and were seeking election for the new Council, being considered. However as the election for members of the new Bucks Council is to be held on 7th May and Mayor Making just nine days later it was agreed that only current members, who have been selected to stand for the new Bucks Council, should be put forward as Mayor nominee in March. It is of course a regular feature for a Mayor nominee to not be elected for a ward but this will be handled if it comes to pass.

10. **Replacement Town Clerk**

The Town Clerk invites views as to how we seek a new Town Clerk. It was agreed he should arrange an interview with the Bucks Free Press and Wycombe Sound during which he should outline the role and seek nominations.

11. **Wycombe Fairtrade**

A member of Wycombe Fairtrade gave a presentation about the groups progress in recent years. The meeting concluded and the Mayor invited the Costa Rican party including the Ambassador into his Parlour where a renewal certificate was presented.

12. **Date of Next Meeting**

Tuesday, 17th March 2020

The meeting concluded at 6.40pm