***High Wycombe Charter Trustees***

***Mayor’s Parlour, Wycombe Area Office, High Wycombe HP11 1BB***

*Town Clerk: Tel: 01494 421367 Secretary: Tel: 01494 475792*

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| ***Mayor 2023-2024:*** | ***Cllr. Paul Turner*** |  | ***Email: Paul.Turner@buckinghamshire.gov.uk*** |
| ***Town Clerk & Treasurer:*** | ***Mr. Joe Bradshaw MVO*** |  | ***Email: Joe.Bradshaw1@buckinghamshire.gov.uk*** |
| ***Mayor's Secretary:*** | ***Miss. Sarah Martin*** |  | ***Email: Sarah.Martin@buckinghamshire.gov.uk*** |

**MINUTES OF A MEETING OF THE CHARTER TRUSTEES**

**HELD IN THE COUNCIL CHAMBER, HIGH WYCOMBE**

**ON TUESDAY 21 NOVEMBER 2023**

**The meeting began at 6.06 pm**

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| **Present**Cllrs: Paul Turner, Arman Allam, Karen Bates, Andrea Baughan, Lesley Clarke OBE, Tony Green, Steve Guy, Orsolya Hayday, Arif Hussain, Imran Hussain, Mahboob Hussain JP, Majid Hussain, Sarfaraz Raja, Nabeela Rana, Nathan Thomas, Julia Wassell and Katrina Wood.Joe Bradshaw (Town Clerk) and Sarah Martin (Mayor’s Secretary) were also in attendance. |
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| 1. | The Mayor opened the meeting and asked for prayers to be read by Revd Heather Graham. The Mayor gave a short tribute to late Honorary Burgess Ron Gaffney and then asked Charter Trustees to join him in a minute’s silence. |
| 2. | **Apologies**The Town Clerk reported that apologies had been received from:Cllrs Mohammed Ayub, Steven Barrett, Darren Hayday, Mazamal Hussain, Matthew Knight and Melanie Smith |
| 3. | **Minutes of the last Charter Trustees Meeting held on 26 September 2023**The Mayor asked Charter Trustees if they had any comments regarding the accuracy of the minutes that had been presented following the last meeting and also for their approval. It was resolved that the minutes of the meeting held on 26 September 2023 were a true and accurate record of the meeting. |
| 4. | **Matters arising from the last meeting.**There were no matters arising from the minutes of the last meeting. . |
| 5.  | **Mayor’s Communications.**The Mayor gave a brief overview on the events that he had attended since the last meeting.  |
| 6. | **Mayor’s Medal Nominations.**The Mayor asked the Chairman of the Standing Sub-Committee to brief on the subject of nominations for Mayor’s Medals which are due to be discussed at the next Nominations Meeting in March 2024. She advised that the Mayor had recently presented a Mayuor’s Medal to Dan Wilson and he had been overwhelmed by his award. Plans were also in place for the presentation of the Mayor’s medal to John BeaumonT. She requested that any Charter Trustee who wished to submit a nomination for the award of a Mayor’s Medal should submit their nomination in writing to the Standing Sub-Committee via the Town Clerk. It was advised that the instructions relating to the award were contained in the Charter Trustees handbook. The Mayor added that the awarding of a Mayor’s Medal is only undertaken in exceptional circumstances in order that the special status of these awards is preserved. |
| 7. | **Charter Trustees 50th Anniversary**The Mayor asked Charter Trustee Tony Green to lead on this agenda item. He advised that the Charter Trustees of the Town of High Wycombe were established, in accordance with the provisions of the Local Government Act 1972, on 1st April 1974, as an automatic consequence of a decision of the Wycombe District Council not to apply to the Secretary of State for Borough status. He recommended that given that High Wycombe is one of very few towns in the country that will achieve their 50th anniversary as a Charter Trustee town that plans should be considered to celebrate this historic event in 2024. He further suggested that one idea might be to showcase the Charter Trustees regalia and memorabilia to the residents of the town by having them put on display in the Guildhall. Charter Trustee Arif Hussain agreed with the proposal but recommended that adequate insurance should be put in place to cover the loss or damage of these valuable items. Charter Trustee Julia Wassell suggested that an on-line digital version of the display should be available to ensure that younger people can engage with the display. Charter Trustee Mahboob Hussain agreed that the Guildhall should be considered as a venue but that it should be open for a full week. Charter Trustees Nabeela Rana and Karen Bates suggested that the Wycombe Museum might be approached as they may have the exhibition space we require as well as having the experience and archives that might enhance the exhibition further. Charter Trustee Tony Green reported that he was a trustee of the museum and advised that it is booked well in advance so an early conversation needs to be had and that a financial contribution may be necessary to guarantee their support. Charter Trustee Nathan Thomas felt that the display needs to be tidy, celebrate our history and well thought out. He recommended that a committee is set-up to get the ball rolling. Charter Trustee Lesley Clarke recommended that the committee be formed from individuals on the Standing and Finance sub-committees which would both be meeting in early December. |
| 8. | **Any other business**Charter Trustee Nathan Thomas wished to place on record his admiration for the outstanding support given to the High Wycombe Remembrance Parade and Service by the hundreds of cadets who were in attendance on Remembrance Sunday. He particularly paid tribute to the young Air Training Corps Cadet who played the Last Post and Reveille. The Mayor echoed the comments and advised that the Mayor’s Secretary had already been in contact with No 332 (High Wycombe) ATC Squadron to invite them to the Mayor’s Parlour. He was also planning to visit the Cadet units in the town to thank them for their massive contribution.Following the delay prior to the beginning of the Remembrance Sunday Service Charter Trustee Lesley Clarke recommended that the Mayor and Lord-Lieutenant might inspect those on parade during the period between their arrival of the Mayor’s Procession at All Saints Church and the arrival of the clergy at the War Memorial. This will be discussed at the next Standing Sub-Committee meeting. |
| 10. | **Date of next meeting**The next meeting of the Charter Trustees of High Wycombe is currently scheduled for Tuesday 23 January at 6 pm. |
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| **The meeting closed at 6.34 pm** |