***High Wycombe Charter Trustees***

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

*Town Clerk: Tel: 01494 421367 Secretary: Tel: not yet allocated*

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| ***Mayor 2021-2022:*** | ***Cllr. Andrea Baughan*** |  | ***Email:***  ***mayor@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 OF THE WYCOMBE AREA OFFICE**

**ON THURSDAY 23 SEPTEMBER 2021**

**The meeting began at 6.00 pm**

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| **Present**  Cllrs: Andrea Baughan, Arman Allam, Mohammed Ayub, Steven Barrett, Karen Bates, Tony Green, Steve Guy, Orsolya Hayday, Majid Hussain, Mazamal Hussain, Arif Hussain, Imran Hussain, Matt Knight, Nabeela Rana, , Melanie Smith, Nathan Thomas and Paul Turner,  Joe Bradshaw (Town Clerk) and Sarah Martin (Mayor’s Secretary) | |
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| 1.  2. | The meeting commenced with prayers led by Revd Wendy Bull  **Minutes of the last Charter Trustees Meeting**  The Mayor asked those Charter Trustees who attended the previous meeting for their approval of the minutes that had been presented following the meeting. It was resolved that the minutes of the meeting held on Wednesday 28 July 2021 were a true and accurate record. |
| 3. | **Apologies**  The Town Clerk reported that apologies had been received from:  Cllrs Marcus Angell, Lesley Clarke OBE, Darren Hayday, Mahboob Hussain JP, Sarfaraz Raja, Julia Wassell and Katrina Wood  **.** |
| .4. | **Matters arising from the last meeting.**  The Mayor suggested that there did not appear to be any matters arising from the minutes of the last meeting and asked Charter Trustees if they required clarification on any of the agenda items. The Town Clerk agreed to resolve the confusion surrounding the list of Charter Trustees who had been appointed to the Standing Sub-Committee. |
| 5. | **Mayor’s Communications.**  The Mayor gave an overview of her first 3 months in office which included a visit to the RAF Station at Naphill, visits to local arts groups, a Walking Tour of High Wycombe organised by Willie Reid, visit to the Rye College in Totteridge, prayers with Imam Imam Haseeb Jahangir, a Dragons Den Event hosted by Action4Youth at Bucks New University, a visit to the Repair Café at All Saints Parish Church, and a visit to the Disabled Friendship Club in Green Street. |

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| 6. | **Plans for the Annual Reception.**  The Mayor gave an outline of her plans for an Annual Reception which could hold up to 400 guests. The final guest list would need to be approved by the Standing Sub-Committee in accordance with the guidance laid down by the Charter Trustees Handbook but the Mayor requested that their be some flexibility in allowing to increase the number of guests attending. Arif Hussain was fully supportive of the idea. The Mayor advised that she would keep the Charter Trustees fully involved in the plans for the Reception. Tony Green suggested that some guests might be nervous about going into a crowded space given that the Town Hall is not the largest of venues and that 400 people in that space might be too crowded. It was agreed that further discussion should be debated at the next Standing Sub-Committee given that they are responsible for the guest list for the Annual Reception. |
| 7. | **Any Other Business**  Maz Hussain wanted to place on record his disappointment that so few Charter Trustees supported the Mayor at the events that she hosted on 12 and 19 September.  Arman Alam commented that he had not received the last 2 invitations; the Mayor’s Secretary agreed to ensure that he was included on all future invitations.  Matt Knight requested that the Mayor’s Secretary issued a diary of events for the months ahead so that Charter Trustees could make a note of the events in their diaries well in advance.  Tony Green added his disappointment to those of Maz Hussain. Furthermore he asked that all Charter Trustees support the Mayor on Remembrance Sunday on 14 November as huge crowds normally attend the event around the War Memorial and a much larger Charter Trustee presence would be much appreciated.  Nathan Thomas requested the presence of either the Mayor or Deputy Mayor at the Wycombe Marsh Remembrance Sunday event. The Mayor’s Secretary will ensure that there is representation at the event.  . |
| 8. | **Date of next meeting**  The next meeting of the Charter Trustees of High Wycombe is currently scheduled for Tuesday 23 November at 6pm |
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| **The meeting closed at 6.45pm** | |