***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 2024-25*** | ***Cllr.Nathan Thomas*** |  | ***Email:******Nathan.Thomas@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*** |

**NOTES OF A MEETING OF THE STANDING SUB-COMMITTEE**

**HELD IN THE MAYOR’S PARLOUR**

**ON THURSDAY 10 APRIL 2025**

**The meeting opened at 6pm.**

**Present:**

Cllrs: Paul Turner (Chairman) Nathan Thomas (Mayor), Tony Green (Deputy Mayor),

Lesley Clarke OBE and Sarfaraz Raja.

Mr Joe Bradshaw MVO was also present

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| **Min****Ref** | **Discussion** | **Actions** |
|  | The Chairman welcomed everyone to the meeting and thanked those present for attending. |  |
| 1. | **NOTES OF THE LAST MEETING**The notes of the last meeting were recorded as a true record.  |  |
| 2. | **MATTERS ARISING FROM THE LAST MEETING**The issues of the move of the Mayor’s Parlour would be discussed at agenda item 4. |  |
| 3. | **APOLOGIES**The Town Clerk reported that he had received apologies from: Cllr Mazamal Hussain. |  |
| 4. | **UPDATE ON PLANS TO MOVE MAYOR’S PARLOUR TO GUILDHALL/DENMARK STREET OFFICES**The Mayor and Town Clerk advised that following discussions with Charles Brocklehurst that the move into the Guildhall was no longer viable because of the Charter Trustees concerns about the security of the building and especially the storage of the Civic Regalia. Charles had advised that he was taking forward a plan to include the Mayor’s Parlour in the Denmark Street project but that this would need ratification by Buckinghamshire Council. It was unlikely to be resolved until after the upcoming council elections but the Town Clerk advised that he would arrange to meet with Charles again in May to ascertain whether he had made any progress. Given that the move is unlikely to happen for at least another 12 months it was agreed that the matter could be further discussed at a future meeting. |  |
| 5. | **MAYOR’S MEDAL NOMINATIONS**Charter Trustee Lesley Clarke read out the nomination for Hazel Howe (attached to these notes). There was discussion about the nomination and following the debate it was agreed unanimously that the nomination be taken forward to the next Charter Trustees meeting. It was also agreed that the Mayor would visit the Step-In Café. However should the nomination be approved at the next Charter Trustees meeting it was agreed that the Mayor’s Medal would be presented at the Annual Reception on 24 May.Charter Trustee Nathan Thomas read out the nomination for Linda Clark (attached to these notes). Following discussion it was agreed that some of the wording in the nomination required revamping. It was agreed unanimously that the nomination be taken forward to the next Charter Trustees meeting. |  |
| 6. | **PLANS FOR SELECTION OF 2025/26 TOWN MAYOR AT THE CHARTER TRUSTEES MEETING ON 7 MAY 25**The Chairman asked the Town Clerk to explain the process for the selection of the new Town Mayor given that the selection of the Town Mayor had not taken place in March due to the reduction of Charter Trustees from 24 to 16 and the possibility that the majority of newly elected Charter Trustees might be more than the remaining group of Charter Trustees given that 10 of the current 24 Charter Trustees will not be standing in the Unparished Area wards. It was agreed that the Mayor would seek the approval of Buckinghamshire Council for the Town Clerk to attend the election results on 2 May 25. The Town Clerk would then give each newly appointed Charter Trustee a pack up which would contain a covering letter, agenda for the 7 May Charter Trustees Meeting along with other papers including the Charter Trustee Handbook. The covering letter would advise each Charter Trustee that at the meeting on 7 May that the main agenda item will be the selection of the Town Mayor for the 2025/26 Mayoral Year. It was agreed that the Town Clerk would advise that nominations which require a proposer and a seconder should be submitted by email, WhatsApp message or text message by 5pm on Tuesday 6 May 2025. |  |
| 7. | **PROPOSAL TO COMBINE STANDING SUB-COMMITTEE AND FINANCE SUB-COMMITTEE INTO ONE SUB-COMMITTEE FOLLOWING REDUCTION OF NUMBER OF CHARTER TRUSTEES FROM 24 TO 16**It was agreed that the reduction in the number of Charter Trustees would necessitate the need to combine both committees into one “Standing and Finance Sub-Committee”. The recommendation would be taken forward to the next Charter Trustees meeting and any changes to the Charter Trustees Handbook would be discussed and agreed at the first meeting of the “Standing and Finance Sub-Committee” in the new Mayoral year. |  |
| 8. | **ANY OTHER BUSINEES**There was no further business to discuss |  |
| 9. | **DATE OF NEXT MEETING**It was agreed that a further meeting of the Standing Sub-Committee would be held in June 2025 to review the Charter Trustees Handbook and discuss the update on the move of the Mayor’s Parlour out of the Wycombe Area Office. |  |

**The meeting closed at 6.49pm.**



**Joe Bradshaw**

**Clerk and Treasurer**

**to the High Wycombe Charter Trustees**

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