***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*** |

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

**HELD IN THE MAYOR’S PARLOUR**

**ON WEDNESDAY 12 JANUARY 2022**

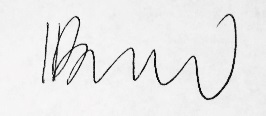
**The meeting opened at 5pm.**

**Present:**

Cllrs: Andrea Baughan (Mayor), Lesley Clarke OBE (Deputy Mayor), Tony Green

Mr Joe Bradshaw MVO was also in attendance

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| **Min**  **Ref** | **Discussion** | **Actions** |
|  | The Mayor welcomed everyone to the meeting and thanked those present for attending. |  |
| 1. | **MINUTES OF THE LAST MEETING**  The minutes of the last meeting were recorded as a true record. |  |
| 2. | **MATTERS ARISING FROM THE LAST MEETING**  There were no matters arising that are not covered under the agenda below. |  |
| 3. | **APOLOGIES**  Arman Alam, Mohammed Ayub, Arif Hussain and Sarfaraz Raja had sent in their apologies |  |
| 4. | **ANNUAL RECEPTION - PLANS**  The Town Clerk advised that he had recommended to the Mayor and Immediate Past Mayor that in view of the high number of OMICRON cases that it would be wise to cancel the Annual Reception scheduled for Thursday 20 January. He advised that the new date for the Annual Reception would be Monday 21st February and that he had asked the Mayor’s Secretary to arrange a meeting with the Mayor and immediate Past Mayor to review the guest list. The Town Clerk also advised that he had made arrangements for the production of a scroll and silver plated scroll holder to be presented to Mr Bill Reid. |  |
| 5. | **APPOINTMENT OF TOWN MAYOR FOR 2022/23 MAYORAL YEAR**  The Town Clerk advised that he would shortly email Charter Trustees to seek nominations for the position of Mayor for the 2022/23 Mayoral Year. He also advised that as he will be on holiday in the USA on the date of the March Charter Trustee Meeting that he had asked the Mayor if we could hold the meeting to select the Mayor on Tuesday 1st March 2022 and that he would request all nominations to be submitted to him by Friday 25 February 2022. |  |
| 6. | **PLATINUM JUBILLE PLANS**  The Town Clerk advised that the plans for Her Majesty The Queen’s Platinum Jubilee celebrations had been announced and that it was important that the Charter Trustees were fully involved in the planning. It was hoped that the Mayor would be involved in the Tree Planting ceremonies scheduled for the 70th day of the year (Friday 11 March) and he would liaise with Buckinghamshire Council and the Chiltern Rangers. Lesley Clarke suggested that Alistair Cunningham be consulted and the Town Clerk agreed to take this forward. |  |
| 7. | **ANY OTHER BUSINESS**  Tony Green advised that he had attended a ZOOM meeting of the Association of Charter Trustees Towns (ACTT) during the afternoon and had received a request from the Chairman of ACTT to attend the historic weighing in ceremony on Saturday 28 May. It was agreed that the Town Clerk should add him to the guest list. |  |
| 8. | **DATE OF NEXT MEETING**  Given that there was no ongoing business for the Standing Committee to discuss at the moment a date was not set for the next meeting. |  |



**Joe Bradshaw**

**Clerk and Treasurer**

**to the High Wycombe Charter Trustees**

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