

CHESHAM TOWN COUNCIL
MINUTES of the meeting of the Council meeting

held on Monday 26 September 2022

Councillors:

Councillor Parveiz Aslam	Councillor Francis Holly
Councillor Wilford Augustus	Councillor Jane MacBean
Councillor Alan Bacon	Councillor Rachael Matthews
Councillor Joseph Baum	Councillor Nick Southworth
Councillor Emily Culverhouse	Councillor Gareth Williams
Councillor Mohammed Fayyaz	Councillor Fred Wilson
Councillor Justine Fulford	

In attendance:

Mr Tony Marmo	Chief Executive Officer
Mrs Emma Powley	Interim Town Clerk
Ms Kathryn Graves	Community, Economy and Environment Manager

36. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Majid Ditta (Town Mayor), Simon Booth, Chasey Hood and Qaser Chaudhry. In the absence of the Mayor, Councillor Augustus (Deputy Mayor), assumed the position of Chair.

37. DECLARATIONS OF INTEREST

There were none.

38. PUBLIC QUESTIONS

A member of the public questioned why, when there was a lot of modernisations of Chesham Town Centre and surrounding areas, was there not more emphasis placed on improving infrastructure.

In response, Councillors explained that infrastructure was extremely important and integral to the development and modernisation of Chesham. The requirements of improving the infrastructure were detailed within the Local Plan and it was also necessary for it to be embedded through Planning Policy and encouraged members of the public to input and vote on the Neighbourhood Plan in 2023. It was further explained that Councillors had continued to apply pressure upwards to achieve the best for Chesham and it was noted that the number of residents contributing into the consultation on the Neighbourhood Plan had been very positive.

39. TO RECEIVE THE MAYORAL ENGAGEMENTS AND ANY OTHER ANNOUNCEMENTS AS THE TOWN MAYOR MAY WISH TO LAY BEFORE THE COUNCIL.

The Deputy Mayor stated that the list of Mayoral engagements would be appended to the minutes of the meeting and further noted that it had been a significant and busy time, both for him, as the Deputy Mayor and the Mayor following the recent passing of the Queen and the subsequent period of national mourning.

On behalf of the Mayor, the Deputy Mayor notified Council that the Mayor wished to cancel the Celebration of Chesham event on 20 October 2022. The Council were in discussions with the

Community Board to merge with their event next year, so as to avoid replicating the same event twice in one year.

40. TO NOTE THE FOLLOWING MINUTES OF COMMITTEE MEETINGS:

- i) Community, Assets, Recreation and Environment Committee on the 4 July 2022.
- ii) Finance Committee on the 18 July 2022, 30 August 2022 and 7 September 2022.
- iii) Planning Committee on the 8 August 2022.

RESOLVED:

That the minutes be noted.

41. ACTION TRACKER

The Chief Executive highlighted the information provided in the action tracker and noted that there was only one action that had been identified as having been delayed. An update on the status of this would be provide at a future Council meeting,

42. AMENDMENTS TO STANDING ORDERS

The Interim Town Clerk elaborated on the report and explained that it was good practice for Standing Orders to be reviewed annually. The proposed amendments had been considered as promoting public participation and engagement, and also included amendments to references to the Town Clerk since his retirement and the transposition of authority to the Chief Executive (Proper Officer) of the Council. Other proposed amendments included the reduction in the number of Councillors required at a meeting to achieve a quorum and also the introduction of a mechanism to substitution at Committee meetings.

Members discussed the report and agreed that reference to the Town Clerk should be amended to that of the Proper Officer. However, following advice given by the Chief Executive regarding the Terms of Reference of the Committees. It was suggested that further consideration of the proposed amendments should be given and a Working Group be established to feed into the revision of the Standing Orders before being re-submitted to Council.

RESOLVED:

- i) That a cross party working group be set up to allow members to input into any substantial revision of the Councils Standing Orders.

43. CHANGES TO THE OUTSIDE BODIES

The Interim Town Clerk briefly elaborated on the report and explained that at Annual Council, members were appointed to Outside Bodies. The Terms and Reference for the Council states that it is a function of Council to appoint or nominate persons to fill vacancies on outside bodies arising during the Council year.

Two nominations were received for the appointment to Chesham Fairtrade. Upon a vote, Councillor Francis Holly was appointed as the Council's representative on Chesham Fairtrade.

RESOLVED:

- i) That Councillor Francis Holly be appointed as the Council's representative on Chesham Fairtrade.

44. COMMUNITY INFRASTRUCTURE LEVY (CIL) PROCESS AND POLICY

The Community, Economy and Environment Manager elaborated on her reported and explained that Council were being asked to approve a process and policy for managing Community Infrastructure Levy (CIL) receipts received by the council.

Members discussed the report and commented that the policy had significant financial implications and as such it was proposed that the policy be referred to the appropriate Committee for further consideration prior to it being approved by Council.

RESOLVED:

- i) That authority be delegated to the Chief Executive to refer the CIL process and policy to the appropriate Committee for further discussion.

45. CIVILITY AND RESPECT POLICY

The Chief Executive elaborated on his report which provided members with information on the Civility and Respect Pledge, which if signed would mean that Chesham Town Council would be agreeing that it would treat Councillors, clerks, employees, members of the public and representatives of partner organisations and volunteers with civility and respect in their roles.

In response to a question raised, the Chief Executive confirmed that there were no current financial implications to signing up to the policy. However, it was noted that there may be cost implications should any training be considered necessary.

RESOLVED:

- i) That the Chief Executive Officer undertakes the signing of the Civility and Respect Pledge on behalf of Chesham Town Council

46. PERFORMANCE REPORT

The Chief Executive submitted his report and noted that the performance report covered the period from 1 April to the 31 August 2022, providing members with meaningful data and project progress to assist them in reviewing the Councils achievements against the targets in the Annual Strategic Plan.

Members discussed the report and in response to questions asked, it was noted that the targets set through the key performance indicators had been roughly based on previous years, but that these may not have previously been shared with Members. In response to a question raised about target for the number of 'Swimming Pool visits', the Chief Executive stated that he would cross check the target number to ensure it had not been set unreasonably high.

RESOLVED:

- i) That the Councils performance report for the period 1 April to 31 August 2022 be noted.

47. UN INTERNATIONAL DAY FOR ELIMINATING RACIAL DISCRIMINATION

The Community, Economy and Environment Manager introduced the report and explained that Council were being asked to consider marking the UN International Day for the Elimination of Racial Discrimination. It was further noted that Mr Richard Dunn, the Chairman of the Chiltern Peace & Justice Group, has asked if the town council will make a positive response in 2023 to the UN International Day for the Elimination of Racial Discrimination (also known as the UN Anti-Racism Day).

RESOLVED:

- i) That Chesham Town Council would mark the International Day for the Elimination of Racial Discrimination from 2023 onwards.

The meeting closed at 8.14pm