



**Agenda for Annual General Meeting to be held at 10.00 am on
Wednesday 10 October 2007 in
The Council Chamber, Chesham Town Council, Chesham**

Agenda Item	Timing	Page No
1. Election of Chairman	10.00	1 - 2
2. Election of Vice Chairman	10.05	3 - 4
3. Apologies for Absence / Changes in Membership		
4. Declarations of Interest To declare any personal and prejudicial interests		
5. Minutes of the meeting held on 11 October 2006, to be confirmed.	10.10	5 - 8
6. Matters Arising		
7. Public Question Time		
8. Election of Members to the Executive Committee	10.15	9 - 10
9. Election of Members to the Planning Committee	10.22	11 - 12
10. Date of Next and Future Meetings The next Annual General Meeting of the Board will take place on Wednesday 15 October 2008		

For further information please contact: Maureen Keyworth at Democratic Services, Buckinghamshire County Council, Room 124, Old County Offices, Aylesbury HP20 1UA. Tel 01296 383603, Fax No 01296 382538, email: mkeyworth@buckscc.gov.uk

TO: MEMBERS OF THE CHILTERN CONSERVATION BOARD

Election of Chairman

1. The Board's Establishment Order requires the Board to elect its chairman at each AGM.
2. A special responsibility allowance of £2,000 per annum is payable.

Election of Vice Chairman

1. The Board should elect a vice chairman at the AGM.
2. A special responsibility allowance of £750 per annum is payable.



The Chilterns
CONSERVATION BOARD

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE CHILTERN
CONSERVATION BOARD HELD ON WEDNESDAY 11 OCTOBER 2006, AT LACEY
GREEN VILLAGE HALL, LACEY GREEN, COMMENCING AT 10.00AM AND
CONCLUDING AT 10.29AM**

MEMBERS PRESENT

Member

Appointing Body

Appointed by Local Authorities

Cllr David Barnard	North Herts District Council
Cllr Chris Brearley	Three Rivers District Council
Cllr Roger Emmett	Wycombe District Council
Cllr Brian Golby	Mid Beds District Council
Cllr Rhys Goodwin	Bedfordshire County Council
Cllr Susan Howkins	Chiltern District Council
Cllr Marion Mustoe	South Beds District Council
Cllr David Nimmo-Smith	Oxfordshire County Council
Cllr Richard Pushman	Buckinghamshire County Council
Cllr Ian Reay	Dacorum Borough Council
Cllr Chris Richards	Aylesbury Vale District Council
Cllr Bill Storey	Hertfordshire County Council
Cllr Andrew Strange	Luton Borough Council
Cllr Alan Walters	South Bucks District Council

Appointed by Secretary of State

Mike Fox
Bettina Kirkham
Sir John Johnson (Chairman)
Dr Simon Mortimer
Dr. Mike Render
John Willson

Elected by Parish Councils

Mary Goldsmith	Bedfordshire
John Griffin	Oxfordshire
Margaret Jarrett	Hertfordshire
Shirley Judges	Buckinghamshire
Barbara Wallis	Buckinghamshire
Julia Wells	Oxfordshire

Officers

Steve Rodrick	Chilterns Conservation Board, Chief Officer
Colin White	Chilterns Conservation Board
Maureen Keyworth	Buckinghamshire County Council and Clerk to the Board

1. ELECTION OF CHAIRMAN

RESOLVED

That Sir John Johnson be elected Chairman of the Board for the ensuing year.

SIR JOHN JOHNSON IN THE CHAIR

2. ELECTION OF VICE CHAIRMAN

RESOLVED

That Cllr Bill Storey be elected Chairman of the Committee for the ensuing year.

3. APOLOGIES

Apologies were received from Kevin Mayne, Jules Thomson and Alex Jemwa.

4. DECLARATIONS OF INTEREST

None were declared.

5. MINUTES

The Minutes of the Annual General Meeting held on 18 October 2005 were confirmed.

6. PUBLIC QUESTION TIME

There were no speakers.

7. ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE

The following members were elected to the Executive Committee

Local Authority Representatives (5)

Cllr Alan Walters
Cllr Chris Brearley
Cllr Bill Storey
Cllr Rhys Goodwin
Cllr Richard Pushman

Secretary of State Representatives (2)

Kevin Mayne
Sir John Johnson

Parish Council Representatives (2)

Shirley Judges
John Griffin

8. ELECTION OF MEMBERS TO THE PLANNING COMMITTEE

The following members were elected to the Planning Committee

Local Authority Representatives (5)

Cllr Brian Golby
Cllr Chris Richards
Cllr Susan Howkins
Cllr Roger Emmett
Cllr David Barnard

Secretary of State Representatives (2)

John Willson
Bettina Kirkham

Parish Council Representatives (2)

Margaret Jarrett
Barbara Wallis

9. ELECTION OF MEMBERS TO THE SUSTAINABLE DEVELOPMENT FUND PANEL

Members received the report of the Chief Officer, the purpose of which was to ask the Board to consider the composition of the Panel and, in particular, to appoint a parish council member.

The Board noted that when the Fund was set up it was uncertain as to whether it would continue beyond the first year. It appears that it will continue and therefore there is a need to bring the membership into line with standing orders. In this connection Parish Council members were asked for a nomination for a Parish Council representative.

With regard to terms of appointment, members of sub-committees should be appointed at the AGM but the SDF Panel should run on financial year basis. Therefore, the Board was asked to confirm the current membership to the end of March 2007 and at the last meeting of the financial year, appoint members for the next financial year.

The Board was also asked to consider ending the practice of appointing co-opted members and replacing it with advisers, as and when the Panel needs special support. Advisers would only be paid mileage.

The Board discussed whether allowances should be paid to those people supporting the Panel. The Chief Officer reminded members that co opted members to Planning Committee were not paid an allowance.

The Chairman of the SDF Panel gave a brief resume of the amount of work involved. There were normally eight to nine meetings per annum lasting about three hours and dealing with approximately 10 applications. Visits were also occasionally made to the projects before allocating any grant.

The Board was asked for a nomination from Parish Council members to the SDF Panel and Julia Wells was duly appointed.

- 1. The Board confirmed the term of appointment of existing Board members and co-opted members to 31st March 2007.**
- 2. Julia Wells, was appointed as the Parish Council representative, with immediate effect until 31 March 2007.**

The Board AGREED

- 3. That the Panel should not appoint co-opted members from 1st April 2007**
- 4. That members should be appointed to the Panel at the last Board meeting in each financial year.**
- 5. That the Chairman should receive a special responsibility allowance of £500.**
- 6. That a scheme of delegation to the Chief Officer and Countryside Officer should be put in place to approve grant awards of up to £2,000 in consultation with the chairman of the Panel.**

10. EXCEPTIONAL ITEM – CHILTERNNS WOODLAND PROJECT

The Board noted that since the papers had been written, an invitation had been received to nominate a Trustee from the Board to the Chilterns Woodland Project. In this connection the Mike Render was appointed Trustee.

11. DATE OF NEXT AGM

The next Annual General Meeting will be held on Wednesday 10 October 2007 at 10.00am at a venue to be agreed.

CHAIRMAN

Election to Executive Committee

1. The Board's standing orders require the membership of the Committee to be elected at the AGM.
2. The chairman of the Board is automatically a member of the Executive Committee. The Committee will elect the chairman at its next meeting.
3. The membership of the Committee must reflect the balance of the Board membership as appointed by local authorities, parish councils and Secretary of State.

5 will be local authority appointed members
2 will be parish council appointed members
2 will be secretary of state appointed members
4. The Executive Committee currently meets 4 times per year. Members of the Committee will receive a special responsibility allowance of £500. The Chairman of the Committee will receive a special responsibility allowance of £750.

Election to Planning Committee

1. The Board's standing orders require the membership of the Committee to be elected at the AGM.
2. The Committee will elect the chairman at its next meeting.
3. The membership of the Committee must reflect the balance of the Board membership as appointed by local authorities, parish councils and Secretary of State:

5 will be local authority appointed members
2 will be parish council appointed members
2 will be Secretary of State appointed members
4. The Planning Committee currently meets 4 times per year. Members of the Committee will receive a special responsibility allowance of £500. The Chairman of the Committee will receive a special allowance of £750.

