

**MINUTES** of the annual meeting of **ROYSTON TOWN COUNCIL** held in the Heritage Hall at the Town Hall, Royston at 7.30pm on Monday 12<sup>th</sup> May 2025.

**PRESENT:** Councillor John Rees (Mayor) in the Chair

Councillors Lisa Adams, Mary Anthony, Elizabeth Beardwell, Ruth Brown, Luke Haugh, Robert Inwood, Bindi Jani, Lynsey Langdon, Stephen Lockett, and Emma Squire-Smith

**In attendance:** Philip Truppin (Locum Proper Officer)  
Paul Arnill MBE (Chief Officer Designate)  
2 members of Hertfordshire Constabulary  
7 members of the public

Before the meeting started Rev Dr Steven Sivyer from Royston Parish Church, St John the Baptist, led the meeting in prayer.

The Mayor welcomed everybody to the meeting.

The Mayor stated that it had been an honour to hold her position for the last year and expressed gratitude to members and others that had supported him during what had been a difficult year with staff changes. He was pleased to announce that there had been a successful recruitment of a new Town Clerk, with the post to be renamed as Chief Officer. This, together with more stability in the office, he expected that his would bring a sense of enhanced wellbeing to the Council.

#### **01/26 ELECTION OF TOWN MAYOR FOR 2025/26**

It was **RESOLVED** that Councillor Luke Haugh be appointed Town Mayor for the year 2025/2026. Councillor Haugh put on the Chain of Office.

#### **02/26 TO RECEIVE THE TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

The Town Mayor read out and signed his Declaration of Acceptance of Office and took over the Chairmanship of the meeting.

Councillor Haugh made a brief statement of thanks to members for electing him as Mayor and to his wife and family for their support. Councillor Haugh then read out and signed the Declaration of Acceptance of Office of Town Mayor.

#### **03/26 APPOINTMENT OF DEPUTY TOWN MAYOR FOR THE ENSUING YEAR**

It was **RESOLVED** that Councillor Elizabeth Freeman be appointed Deputy Town Mayor for the ensuing year.

It was noted that Councillor Freeman had given apologies and was not present at the meeting and it was **RESOLVED** that the Deputy Town Mayor would sign the Declaration of Acceptance of Office at the next meeting of Council.

#### **04/26 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Elizabeth Freeman and Councillor Mike Harrison.

#### **05/26 DECLARATIONS OF INTERESTS AND DISPENSATIONS:**

No declarations or requests for dispensations were received.

**06/26 MINUTES OF LAST COUNCIL MEETING:**

It was **RESOLVED** to approve as a correct record, the minutes of the meeting of the Council held on 24<sup>th</sup> March 2025 (minutes 279/25 to 290/25).

**07/26 TO CONFIRM THE APPOINTMENT OF PAUL ARNHILL MBE AS CHIEF OFFICER**

Members considered a proposal from the Mayor to appoint Paul Arnhill MBE as Chief Officer of Royston Town Council and, on advice of the Locum Proper Officer, to confirm that in accord with Financial Regulation 1.5, to be the Responsible Financial Officer.

It was **RESOLVED** unanimously that Paul Arnhill MBE be appointed as Chief Officer (formerly the Town Clerk post).

It was **RESOLVED** that Paul Arnhill be confirmed as Responsible Financial Officer in accord with Financial Regulation 1.5.

Members were informed that the anticipated date of commencement would be 2<sup>nd</sup> June 2025.

**08/26 TO APPOINT STANDING COMMITTEES AND CHAIR FOR THE ENSUING YEAR**

- a) The Mayor proposed that the following Councillors be appointed to the Finance Committee: -

Councillor Antony (Chair)

Councillor Harrison (Vice Chair)

Councillor Adams

Councillor Brown

Councillor Haugh

Councillor Jani

Councillor Langdon

Councillor Lockett

Councillor Rees

Councillor Squire-Smith

An amendment was proposed to replace one Councillor from the Finance Committee with Councillor Freeman. To facilitate this, Councillor Langdon indicated he would stand down, The amendment was seconded and duly carried.

An amendment was proposed to appoint Councillor Squire-Smith as the Vice-Chair for the ensuing year. The amendment was seconded and duly carried.

It was **RESOLVED** that the following Councillors be appointed to the Finance Committee:

Councillor Antony (Chair)

Councillor Squire-Smith (Vice Chair)

Councillor Adams

Councillor Brown

Councillor Freeman

Councillor Harrison

Councillor Haugh

Councillor Jani

Councillor Lockett

Councillor Rees

- b) The Mayor proposed that the following Councillors be appointed to the Planning Committee:

Councillor Beardwell (Chair)  
Councillor Lockett (Vice-Chair)  
Councillor Adams  
Councillor Compton  
Councillor Freeman  
Councillor Haugh  
Councillor Inwood  
Councillor Jani  
Councillor Johnson  
Councillor Squire-Smith

An amendment was proposed to remove Councillor Freeman from the Planning Committee and replace her with Councillor Langdon. The amendment was seconded and duly carried.

It was **RESOLVED** that the following Councillors be appointed to the Planning Committee:

Councillor Beardwell (Chair)  
Councillor Lockett (Vice-Chair)  
Councillor Adams  
Councillor Compton  
Councillor Haugh  
Councillor Inwood  
Councillor Jan  
Councillor Johnson  
Councillor Langdon  
Councillor Squire-Smith

- c) The Mayor proposed that the following Councillors be appointed to the GP & Highways Committee:

Councillor Harrison (Chair)  
Councillor Antony  
Councillor Beardwell  
Councillor Brown  
Councillor Compton  
Councillor Freeman  
Councillor Inwood  
Councillor Johnson  
Councillor Langdon  
Councillor Rees

It was **RESOLVED** that the following Councillors be appointed to the General Purposes and Highways Committee:

Councillor Harrison (Chair)  
Councillor Antony  
Councillor Beardwell  
Councillor Brown  
Councillor Compton

Councillor Freeman  
Councillor Inwood  
Councillor Johnson  
Councillor Langdon  
Councillor Rees

It was **RESOLVED** that Councillor Freeman be appointed as the Vice-Chair for the ensuing year.

#### **09/26 TO APPOINT HR COMMITTEE AND CHAIR FOR THE ENSUING YEAR**

The Mayor proposed that the following Councillors be appointed to the HR Committee: -

Councillor Rees (Chair)  
Councillor Adams  
Councillor Antony  
Councillor Harrison

An amendment was proposed to add Councillor Johnson. The amendment was seconded and duly carried.

It was **RESOLVED** that the following Councillors be appointed to The HR Committee:

Councillor Rees (Chair)  
Councillor Adams  
Councillor Antony  
Councillor Harrison  
Councillor Johnson

#### **10/26 TO APPOINT COUNCILLORS TO WORKING PARTIES FOR THE ENSUING YEAR:**

It was **RESOLVED** that the following Members be appointed to Working Parties for the ensuing year:

- a) Climate & Biodiversity Working Party – Councillors Beardwell, Freeman, Lockett and Rees
- b) Events Working Party- Councillors Anthony, Beardwell, Freeman, Harrison, Haugh and Jani
- c) Communications Working Party – Councillors Adams, Harrison, Haugh and Inwood.

It was **RESOLVED** that the following Working Parties be disbanded:

- d) Markets Advisory Committee
- e) Cave Advisory Committee

#### **11/26 TO APPOINT REPRESENTATIVES TO THE FOLLOWING EXTERNAL BODIES FOR THE ENSUING YEAR:**

Members considered appointments to the following external bodies:

- a) Royston Community Transport
- b) Royston Day Centre
- c) Royston Army Cadet Force
- d) Royston & District Scouts Council
- e) Royston & District Town Twinning Association (Town Mayor)
- f) Conservators of Therfield Heath
- g) Royston, Buntingford & South Cambridgeshire Homestart
- h) Royston Museum Trust CIO

- i) Creative Royston – Councillor Antony
- j) Sustainable Travel Town Joint Member Group
- k) Plastic Free Royston
- l) Royston Girl Guiding
- m) Coombes Community Centre
- n) Armed Services Covenant

It was **RESOLVED** the Council would not appoint representatives at the current time to any outside bodies with the exception of e) h) and j) and that the Council would write to all the other groups to ask whether they would like to have a representative for the Town Council for consideration at the next meeting of Council.

It was **RESOLVED** that the following Members be appointed as representatives to outside bodies e) h) and j) for the ensuing year:

Royston & District Town Twinning Association – Councillor Haugh  
(Town Mayor)

Royston Museum Trust CIO – Councillors Beardwell, Haugh and Lockett

Sustainable Travel Town Joint Member Group – Councillors Freeman and Harrison

#### **12/26 SCHEDULE OF FULL COUNCIL AND STANDING COMMITTEES UP TO THE NEXT ANNUAL COUNCIL MEETING:**

Members were invited to consider a Schedule of Meetings for the Municipal Year 2025/26 that had been circulated in advance of the meeting.

It was **RESOLVED** to adopt the Schedule of Meetings for 2025-2026.

Members were advised that the committee meetings scheduled for June 2025 were liable to be cancelled in the transition period following the Chief Officer appointment.

#### **12/26 HAPTC EXECUTIVE COMMITTEE:**

Members **RESOLVED** to approve the nomination of Councillor Harrison for election to the HAPTC Executive Committee.

The Town Mayor then announced that the next meeting of the Town Council would be held on Monday 30<sup>th</sup> June 2025 and closed the meeting at 8.10pm.