

Amersham Town Council

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MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 16 FEBRUARY 2015

PRESENT: Councillor M. Vivis (Chairman)
Councillor A. Williams (Deputy Chairman)
Councillor Mrs A. Lamont (Deputy Town Mayor)
Councillor Mrs D. Allen
Councillor Mrs V. Head
Cllr Mrs J. Heydon
Councillor M. Lacey
Councillor H. Newton (Part time)
Councillor M. J. Phillips
Councillor A. Seymour

IN ATTENDANCE: Mrs J Wheeler – Town Clerk
Miss A, Ayer – Finance Officer
Mark Richardson – Contracts Manager

79. **APOLOGIES:** Apologies were received from Cllrs Mrs Liz Walsh; Mrs J. Heydon and H. Trevette.

80. **DECLARATIONS OF INTEREST**
There were no declarations.

81. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 22 DECEMBER 2014:** There were no matters arising.

82. **TO CONSIDER THE BUDGET FOR 2015-2016:** The Town Clerk circulated the fourth draft budget along with additional breakdown reports of income and expenditure.
It was
Proposed Councillor A. Williams
Seconded Councillor MJ Phillips

RECOMMENDED to:

Approve the fourth draft budget as the working budget for 2015- 2016 financial year.

83. **TO CONSIDER THE FORMAT FOR THE END OF YEAR ACCOUNTS FROM DCK BEAVERS:** ATC has already signed up DCK Beavers to help with the end of year financial and vat reports. There were two formats to consider for our end of year accounts – the first around 14 pages long at a fixed cost of £525 and the longer version at £645 plus any extra hours beyond 7.5 at an additional £85 per hour.

It was
Proposed Councillor A. Seymour
Seconded Councillor T. Williams

RECOMMENDED to:

Use the larger format to ensure the most professional financial reporting.

(Cllr H. Newton enters the meeting)

84. **TO CONSIDER AN EXTENSION TO THE CONTRACT FOR GROUNDSWORKS FOR LITTLE CHALFONT PARISH COUNCIL:** It acknowledged that the Parish Clerk had increased the budget by 2% and ATC would be asked to tender next year. The contract is worth £28,933 to ATC and therefore forms a significant part of our budget.

It was	Proposed	Councillor Mrs A, Lamont
	Seconded	Councillor T. Williams

RECOMMENDED to:

Accept the extra year's extension on the contract.

85. **TO CONSIDER THE QUOTES TO RE-LAY THE PAVING SLABS IN THE MEMORIAL GARDENS AND RENDER THE POND:** The Contracts Manager presented three quotes to replace the paving slabs which have moved over many years and are now uneven. The paths measure approx. 549 square meters.

Company A	£17,172
Company B	£28,191
Company C	failed to quote

It was	Proposed	Councillor T, Williams
	Seconded	Councillor MJ Phillips

RECOMMENDED to

Accept the quote from Company A – Adrian Badrick at £17,172. The Gardens would be closed off whilst the work is in progress. ACTION: MR/PI

86. **TO CONSIDER THE QUOTES TO RE-SURFACE THE ROAD TO HERVINES:** The quotes ranged from £10,240 to £18,523. However, the view was that the road should be patched rather than re-surfaced as the new Hervines Pavilion project would wreak havoc on a newly laid road. ACTION: MR/PI

87. **TO CONSIDER MACHINERY PURCHASE/TRADE IN SURPLUS IN PREPARATION FOR DEVOLVED WORKS:** Mark Richardson reported that the Depot needs to change some of its equipment and purchase different equipment to prepare for the demands of the increased Devolved works for Amersham and our cluster of parishes. A list of equipment that ATC no longer uses amounts to £19,975 trade-in value. New equipment amounts to £28,092. The balance would be £8,117.

It was	Proposed	Councillor T. Williams
	Seconded	Councillor A. Seymour

RECOMMENDED to

Complete the trade-in and purchase of new equipment as directed in the report from Mark Richardson. A list will be attached at the end of the Minutes. ACTION: MR

88. **TO CONSIDER THE QUOTE FOR MINOR BUILDING WORKS AT FLINT BARN:** We have concerns over the stability of the open garage opposite the office front door. Cracks have appeared which we will monitor for further movement. We have got a quote to remove the render, point in any defective brickwork and prepare the walls for the Depot to paint – this comes to £310. The fire escape area needs to be re-rendered after any repairs for cracks – the quote for this work came to £740.

It was	Proposed	Councillor MJ Phillips
	Seconded	Councillor T. Williams

RECOMMENDED to

Approve the minor works to Flint Barn for the above quotes.

89. **TO CONSIDER THE QUOTE FOR TREEWORCS AT HERVINES:** Several trees in Hervines Park have been inspected by our regular tree surgeon. The work will include the felling of one Oak tree and two Ash trees along with remedial works to three Oak trees. The quote was £2300.

It was

Proposed

Councillor A. Seymour

Seconded

Councillor M. Lacey

RECOMMENDED to

Approve the tree works as described above.

90. **TO CONFIRM MEETING DATES FOR 2015-2016:** The dates were approved with two changes. The Annual Statutory Meeting will move to Thursday 14 May to avoid clashing with the first District Council meeting after the Election. An Extra Ordinary Meeting will be held after the Finance Committee meeting on 15 June for the purposes of the full Council signing off the Annual Return. ACTION: LR/JW

91. **CHILTERN DISTRICT COUNCIL MATTERS:** A meeting has been organised to discuss the local plan with other community groups – this is on Tuesday 24 February at CDC. Our planning application has at last been validated despite being with CDC since the second week in January.

92. **BUCKS COUNTY COUNCIL MATTERS:** The Devolution Conference was due to be held at Adams Park on Tuesday 24 February and should be a good networking opportunity.

93. **MATTERS FOR REPORT:** There were no other matters for report at this meeting.

Part two

EXCLUSION OF PUBLIC AND PRESS

That under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public be excluded from the meeting for the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

94. **ITEM CONCERNING ATC PROPERTY**

The meeting closed at 20.15pm.

Chairman.....

Date