

Amersham Town Council

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DRAFT MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 08 JUNE 2015

PRESENT: Councillor A. Williams (Chairman)
Councillor Mrs A. Lamont (Town Mayor)
Councillor M. Vivis (Deputy Town Mayor)
Councillor R. Jones (Part time)
Councillor M. J. Phillips
Councillor A. Seymour
Councillor N. Shepherd

IN ATTENDANCE: Mrs J Wheeler – Town Clerk
Councillor C. Morgan
Councillor Ms Caroline Jones (Part time)

01. **APOLOGIES:** Apologies were received from Cllrs M. Lacey; H. Newton; Mrs L. Walsh. No apologies were received from Cllr Mrs L. Staite.

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

03. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 13 APRIL 2015:** There were no matters arising.

(Cllrs Ms Caroline Jones and Rob Jones enter the meeting)

04. **FINANCE MATTERS:** To consider the following:
(i) Income and Expenditure for the period ending 31 March 2015
(ii) Cash flow as at 31 March 2015
(iii) Balance sheet as at 31 March 2015
(iv) Accounts paid to 31 March 2015

It was

Proposed

Councillor A. Seymour

Seconded

Councillor M. Vivis

RECOMMENDED to

To approve the above accounts.

05. **TO REVIEW THE EFFECTIVENESS OF THE 2014-2015 INTERNAL AUDIT AND REVIEW THE INTERNAL AUDIT PLAN FOR 2015-2016:** The Councillors discussed both documents. The newly elected Councillors felt that they were not in a position to judge this year whether the audit had been effective. However the other Councillors indicated that they were happy with the comments raised on the internal audit report. The Councillors reviewed the internal audit plan for 2015-2016 and noted that the Town Clerk will invite expressions of interest to carry out our internal audit in the next financial year.

ACTION: JW

06. **TO REVIEW THE INTERNAL AUDIT REPORT:** All Councillors had received a copy of this year's internal audit report. The Town Clerk's report had gone through the points in detail. It was AGREED to approve the proposals and implement as soon as possible.

ACTION: JW

07. **TO REVIEW THE END OF YEAR FINANCIAL REVIEW FOR 2014-2015:**

The end of year review written by the Town Clerk was noted by the Councillors.

08. **TO REVIEW THE UNAUDITED FINANCIAL STATEMENTS FROM DCK BEAVERS:** The statements were not available in time for this meeting. It was AGREED to defer to the Extra Ordinary Meeting the following week.

09. **TO APPROVE AND SIGN THE ANNUAL RETURN FOR 2014-2015:** It was AGREED that, subject to the approval of full Council at the Extra Ordinary Meeting on 15 June 2015, the Finance and General Purposes Committee would approve the Annual Return.

10. **TO REVIEW THE FIDELITY INSURANCE:** It was AGREED that with the insurance at £900,000 – there was no need this year to increase the sum insured.

11. **TO REVIEW AND APPROVE THE ANNUAL RISK REGISTER:** The Register was reviewed and approved.

12. **TO NOTE THE RENEWAL OF MOTOR INSURANCE FOR ATC FLEET AND ANY REVISIONS:** The motor insurance currently stands at £4,043.79 and increase of £395.38. However there were some changes to the policy from last year as we now insure the younger drivers for ATC vehicles. We are currently in a three year deal with Zurich.

13. **REQUEST FOR MOTORISED VEHICULAR ACTIVATED SIGN (MVAS) AT THE BOTTOM OF RECTORY HILL:** Cllr Phillips spoke to advise that Bucks County had already looked at the speed on this part of the road and consulted with the police. It was agreed to recommend a reduction down to 40 mph however it was also noted that speed was not always an indicator in the risk of road accidents. It was therefore AGREED not to support the feasibility study for the further reduction of the speed limit on this road.

14. **CHILTERN DISTRICT COUNCIL MATTERS:** Congratulations were offered to Cllr Shepherd who has been appointed Deputy Chairman of Chiltern District Council.

15. **BUCKS COUNTY COUNCIL MATTERS:** Various highway matters were discussed along with time queries on the double yellow lines for Mill Lane junction.

16. **MATTERS FOR REPORT:** The following appointments were agreed:

Chiltern Chamber of Commerce

Cllr Caroline Jones

Cllr Liz Walsh

Cllr Clive Morgan

Grants Committee

Cllr Amanda Lamont

Cllr Mark Vivis

Cllr MJ Phillips

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.

- 17. **ITEM CONCERNING AN ATC PROPERTY**
- 18. **ITEM CONCERNING THE ATC EVENTS**
- 19. **ITEM CONCERNING AN ATC PROPERTY**

The meeting closed at 21.00pm.

Chairman.....

Date

F&GP