

Amersham Town Council

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DRAFT MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 24 AUGUST 2015

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

IN ATTENDANCE: Mrs J Wheeler – Town Clerk
Mrs L. Richardson Deputy Town Clerk
Councillor C. Morgan

20. APOLOGIES: Apologies were received from Cllrs M. Lacey (Deputy Chairman); H. Newton check; MJ Phillips; Mrs C. Jones and Mrs L. Staite.

21. DECLARATIONS OF INTEREST

There were no declarations.

(Cllr Mrs L. Walsh enters the room)

22. MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 08 JUNE 2015: There were no matters arising.

23. TO PRESENT THE QUARTERLY FINANCIAL REPORT –APRIL TO JUNE 2015: The Town Clerk presented the accounts for the last quarter in a new format to help the Councillors to better understand the status of the income and expenditure. The actual bank balances from the end of the last financial year were recorded along with the bank balance from the current quarter. The Councillors were pleased with the new format but asked the Town Clerk to include the figures for the 2014 quarter as a comparison. It was AGREED to present this amended report to Council for approval. ACTION: JW

24. TO REVIEW THE FINANCIAL REGULATIONS: The Financial Regulations were last reviewed on 11 August 2014. The Councillors noted the Town Clerk's report which gave an overview of the regulations.

25. TO CONSIDER AMENDING THE AUTOMATIC SWEEP ON THE ATC CURRENT ACCOUNT: Give HMRC example - it was AGREED to cancel the daily sweep on the current account as there is little interest to be earned. It was also AGREED to retain the

Business Extra account with a nominal balance incase interest rates should rise again and we choose to re-instate the sweep. Following discussions with the bank, it was AGREED to:

- * Increase the bulk payment limit to £35,000
- * Remove the daily sweep on the Current Account
- * Switch most of the funds to the Current Account
- * Retain the Business Extra Account with a nominal balance

ACTION: JW/LR

26. **TO CONSIDER A BACK-UP DISASTER RECOVERY AND BUSINESS CONTINUITY PROPOSAL: UP TO HERE**

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