

AMERSHAM TOWN COUNCIL

DRAFT MINUTES OF THE COUNCIL MEETING

HELD ON MONDAY 07 SEPTEMBER 2015

PRESENT: Councillor Mrs A. Lamont – Town Mayor
Councillor M. Flys
Councillor Mrs C. Jones
Councillor Mrs D. Kenchington
Councillor M. Lacey
Councillor C. Morgan
Councillor MJ Phillips
Councillor A. Seymour
Councillor Mrs L. Staite
Councillor Mrs L. Walsh
Councillor T. Williams

IN ATTENDANCE: Mrs Janet Wheeler (Town Clerk)
Mrs Lizzie Richardson (Deputy Town Clerk)

43. **APOLOGIES:** Apologies were received from Councillors M. Vivis; R Jones; H. Newton and N. Shepherd.

44. **DECLARATIONS OF INTEREST:** None.

45. **MAYOR'S ENGAGEMENTS:** The engagements were circulated to all Councillors.

46. **APPROVAL OF MINUTES OF THE COUNCIL MEETING HELD ON 06 JULY 2015:**

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

RESOLVED to

Approve and sign the Minutes of the Council Meeting held on 06 July 2015.

47. **MATTERS ARISING:** The yellow lines in Old Amersham were mentioned along with the progress on Rookwood Lodge. The yellow lines are now in place and the Town Clerk would be sending the letters to Rookwood Lodge this week.

48. **COMMITTEE MINUTES:**

a) **Community Services Minutes**

It was	Proposed	Councillor A. Seymour
	Seconded	Councillor Mark Flys

RESOLVED to

Approve the Minutes of the Community Services Meeting held on 03 August 2015.

b) Planning and Footpaths Minutes

It was	Proposed	Councillor C. Morgan
	Seconded	Councillor Mrs D. Kenchington

RESOLVED to

Approve the Minutes of the Planning and Footpaths Committee Meetings held on 20 July; 10 and 24 August 2015.

c) Finance and General Purposes Minutes

Some Councillors did not wish to approve item 39 on the agenda relating to families using Mitchell Walk Playgroup outside of the Amersham boundaries. It was AGREED for the Councillors named in the Community Services Meeting to meet and put forward a recommendation to Council regarding this matter.

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

RESOLVED to

Approve the Minutes of the Finance and General Purposes Committee Meeting held on 24 August 2015 – item 39 would be further discussed.

ACTION: JW

49. **MATTERS ARISING:** No matters were declared apart from the item above.

50. **FINANCE MATTERS:** The new style format of the Quarterly Finance Report and accompanying notes were presented to the Finance Committee and circulated to all Councillors. It was agreed that this format was much easier to follow.

It was	Proposed	Councillor Mrs L. Walsh
	Seconded	Councillor A. Williams

RESOLVED to:

Approve the finance report for April, May and June. It was noted that the income was artificially low and would be adjusted by the end of the next quarter when the office was up to speed.

ACTION: JW

51. **TO RE-CONSIDER THE TERMS AND CONDITIONS OF ALLOWING RESIDENTS ACCESS TO BARN MEADOW:** It was agreed that some clarification of when residents would be allowed access should be recorded on the application form along with a limit of time to retain the key. Councillors agreed that access should primarily be for loading and unloading of goods and materials. The playing field should not be used as an extended car park by workmen. The Town Clerk would make some adjustments to the form and circulate to all Councillors.

ACTION: JW

52. **TO APPROVE THE AGREEMENT TO RUN A COFFEE VAN AT HERVINES PARK:** The Council voted to allow Café Africa a six month contract to serve coffee at Hervines Park as a pilot project. A record of the sales would be requested for review after four months. There would be no initial charge for the pilot but a donation to the Jubilee Fund would be suggested.

ACTION: LR

53. **TO REVIEW THE FIRE SAFETY OFFICER'S REPORT AT MARKET HALL:** A comprehensive report has resulted in an Action Plan which is already being worked through by Officers. Some items will be subject to quotes and will come back to Council. The report also looks at the capacity to install a lift. The report recommends that

both staircases remain in place. To replace the open staircase with a lift would require a full up-grade of the listed staircase.

The first option involves the use of Evacuation Chairs as all persons should be clear of the building within 3 minutes. The second option would not require the Evacuation Chairs but the lift would need to be compliant with BS9999 with a fire resisting enclosure and a temporary refuge large enough to accommodate all disabled hirers who would rely on this lift to escape in a fire. In both options the lift would require the removal of the ground floor toilet.

It was AGREED to note these findings and to continue to explore every option including talking to Dursley Trust about their plans for a left at their Market Hall building.

54. **TO REVIEW THE PLANNING ISSUES OF THE REPAIRS TO MARKET HALL:** The Listed Building Consent for repairs to the clock tower and refurbishment of the outside of Market Hall has been granted by CDC. However there are conditions attached: Condition 3 requires the Clock tower structure to be recorded by an approved assessor/recorder. This is because the upper parts of the turret cannot be inspected without scaffolding and both Conservation Officers questioned the need for additional steelwork. The inspection could add to the costs and length of time the scaffolding would need to be up. This is frustrating as the Conservation Officer missed an appointment with our consultant when the scaffolding was up previously – and this condition could have been avoided. In the mean time, we will progress the grant application with English Heritage. ACTION: LR/JW

55. **TO APPOINT A COUNCILLOR TO LEAD THE AMERSHAM CARNIVAL AND A COUNCILLOR TO LEAD THE FESTIVAL OF ART:** It was agreed that the Mayor would lead the Carnival and the Deputy Mayor would be invited in his absence to lead the Festival of Art. Cllr Clive Morgan would be join the Mayor as a substitute representative on the Carnival.

56. **TO CONSIDER THE RENEWAL OF THE BALC SUBSCRIPTION:** ATC was due to receive a presentation from the County Secretary on the benefits of belonging to the Bucks Association of Local Council (BALC). However the County Secretary had recently resigned from his position and a presentation was not forthcoming.

It was	Proposed	Councillor A. Williams
	Seconded	Councillor Mrs C. Jones

RESOLVED to:

Renew the subscription at a cost of £1,780.52 but a review would be carried out next year as not all Councillors felt that ATC had any benefit from the subscription.

57. **CHILTERN DISTRICT COUNCIL MATTERS:** There were no matters for report.

58. **BUCKS COUNTY COUNCIL MATTERS:** Devolution of services from County to Parishes continues with some forthcoming conferences and the opportunity to explore other opportunities. The Deputy Town Clerk flagged up an anomaly with the forthcoming auto enrolment for new members of staff.

59. **MATTERS FOR REPORT:** It was agreed not to renew our subscription to the Open Spaces Society. The Town Clerk reported that the Annual Return had been received from the auditor and everything had been approved without comment or qualification. The Mayor spoke of the preparations for the Christmas Showcase being organised by the Amersham Action Group.

Part 2

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.

60. **ITEM CONCERNING AN ATC PROPERTY**

61. **ITEM CONCERNING AN ATC EMPLOYEE**

62. **ITEM CONCERNING AN ATC PROPERTY**

63. **ITEM CONCERNING AN ATC PROPERTY**

The meeting closed at 9.10pm.

Chairman Date