

AMERSHAM TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

**HELD ON MONDAY 16 NOVEMBER 2015**

**PRESENT:** Councillor Mrs A. Lamont – Town Mayor  
Councillor M. Flys  
Councillor C. Morgan  
Councillor H. Newton (Part time)  
Councillor MJ Phillips  
Councillor Mrs L. Staite  
Councillor Mrs L. Walsh

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

64. **APOLOGIES:** Apologies were received from Councillors M. Vivis; R Jones; N. Shepherd C. Jones, A. Seymour, D. Kenchington, M. Lacey and T. Williams.

65. **DECLARATIONS OF INTEREST:** None.

The Mayor then gave a tribute to ex-Town Councillor and ex Mayor of Amersham, Cllr Mrs Davida Allen who sadly died last week.

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

67. **APPROVAL OF MINUTES OF THE COUNCIL MEETING HELD ON 07 SEPTEMBER 2015:**

It was	Proposed	Councillor MJ Phillips
	Seconded	Councillor M. Flys

**RESOLVED to**

Approve and sign the Minutes of the Council Meeting held on 07 September 2015.

68. **MATTERS ARISING:** The Mayor mentioned the access to Barn Meadow which has been revised and circulated by the Town Clerk. It will be circulated again. ACTION: JW

69. **COMMITTEE MINUTES:**

**a) Community Services Minutes**

It was	Proposed	Councillor C. Morgan
	Seconded	Councillor Mark Flys

**RESOLVED to**

Approve the Minutes of the Community Services Meeting held on 05 October 2015.

**b) Planning and Footpaths Minutes**

It was AGREED to defer the approval of the Minutes of the Planning and Footpaths Committee Meetings held on 20 July; 10 and 24 August 2015 due to Councillor absence from this meeting.

c) **Finance and General Purposes Minutes**

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

**RESOLVED to**

Approve the Minutes of the Finance and General Purposes Committee Meeting held on 09 November 2015. ACTION: JW

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

71. **NEW CONTRACT FOR HR/EMPLOYMENT AND H&S SUPPORT:** The Town Clerk has spoken to several companies regarding HR/employment law and H&S support. Many of the independent companies only offered HR and employment law so the quotes chosen were from those companies that offered both.

Company A	£4,718 (1 <sup>st</sup> year) then £3698
Company B	£8184
Company C	£2,700

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

**RESOLVED to:**

Award the contract for a further three years to Company C, Ellis Whittam. The basic package was £2,700 per annum with £7.50 per employee legal expenses insurance (employment claims) and £3.00 per person legal expenses insurance (Health & Safety prosecution).

ACTION: JW

72. **TO APPROVE A PLANNING CONSULTANT FOR THE RE-APPLICATION OF FLINT BARN:** The TC Report summarised our progress with the re-application and introduced a planning consultant recommended by the group doing the various traffic and travel reports. Company A had quoted £2000 but had some interesting ideas on the new application which had not been considered before. Company B had also been contacted and was willing to re-submit on behalf of the Council for the sum of £500.

It was AGREED for the Town Clerk to negotiate with Company A to get a better price and ask the company to re-submit the planning application. ACTION: JW

73. **REVIEW OF THE STRUCTURE OF THE MEETING CYCLE:** The Deputy Town Clerk has suggested a new cycle of Council meetings designed to speed up the ratification of decisions. At the moment, the full Council and Committee meetings run on a two month cycle with decisions - taken at Committee - being ratified at the Council meeting. This means that decisions can only be acted on every two months after a full Council meeting. Lizzie's suggestion was to increase the number of full Council meetings by making the Community Services a full Council meeting but with a fixed agenda item for Community Service matters. The advantage of this is that the time would be lessened between full Council meetings and items being ratified. The dis-advantage is that the number of full Council meetings would increase for Councillors and there would be less time for reflection on Committee recommendations before ratification. It was AGREED that we would draw up

a proposed calendar of meetings to present at the next full Council meeting where it would also be necessary to amend the Standing Orders. ACTION: LR/JW

74. **TO APPOINT A RIGHTS OF WAY VOLUNTEER:** This is a request from the Bucks Local Access Forum to join a working group researching rights of way in regards to the Government's intention to close the definitive map on 01 January 2026. The volunteer would join a group taking part in historical research towards achieving more joined up public access across the rights of way network. It was AGREED to circulate this item to all Councillors to see if anyone is interested. ACTION: JW

(Cllr H. Newton enters the meeting)

75. **TO REVIEW THE QUOTES FOR THE BARN MEADOW PARKING PROJECT:** The proposal for a car park at Barn Meadow was debated. The car park would involve merging the existing gravel car park with the old ball sports area. The surface of the ball sports was very old and would be in need of refurbishment. However there was a need for parking in this area with the close proximity of the school, the two ATC buildings in Barn Meadow and the need to service visitors to Flint Barn Court. It was agreed that whatever was put in place would need to be in keeping with the area and not too urban. The suggestion of a car park where the grass grows through mesh was noted.

The Town Clerk had gathered two quotes for further work on this project to include a topographical survey; possible car park layouts; transport statement if required and a travel plan if required. Company A quoted £3,765. Company B quoted £2850.

It was Proposed Councillor C. Morgan  
Seconded Councillor A. Lamont

**RESOLVED to**

*Instruct Company B at £2850 – on further scrutiny the Town Clerk saw that the submission of the planning application was only included in Company A's quote which would make this better value for money. The Town Clerk therefore took the decision to instruct Company A as they provided the whole package without any further charges. She would try to get a better price on that quoted.*

76. **TO FURTHER DISCUSS THE FUNDING OF THE 2016 CARNIVAL:** This item had already been discussed at the Finance Meeting. The Committee was concerned that Round Table had failed to disclose any sort of financial review of the Carnival last summer. The Round Table ran the beer tent and a barbecue and had the virtual monopoly on the food and drink for the event. However they had so far not produced any accounts or even confirmed the amount spent and the amount made from the event. This was less than transparent considering the event claims that monies raised goes to charitable causes. The Town Clerk had been asking for this information since last July and the Round Table had been invited to all meetings of the Carnival Committee and to the last two Council meetings.

The Town Clerk recommended that the best way to protect the Carnival was to have an independent treasurer and Carnival Committee with stakeholders who wanted to run the event first and foremost for the Community. The Councillors asked the Town Clerk to write to Round Table giving them seven days to produce full information before then reporting them to the National Round Table association. ACTION: JW

77. **TO RATIFY THE GRANTS COMMITTEE APPOINTMENTS:** The Grants Committee had proposed that Cllrs Robert Jones and Mrs Caroline Jones should join the Mayor and Deputy Mayor on this Committee. This was AGREED.

78. **CHILTERN DISTRICT COUNCIL MATTERS:** There were no matters for report.
79. **BUCKS COUNTY COUNCIL MATTERS:** The Devolution Conference was fast approaching and Cllr Phillips was questioned over the freezing of the County budgets.
80. **MATTERS FOR REPORT:** The water and electricity costs for Barn Meadow Community Hall were discussed and accurate meter readings were being confirmed. From the readings so far – it is clear that there is a huge use of electricity and water being consumed by the Playgroup. These have been estimates as the building was previously only used in evenings so it has taken some time for the increased use to show up in billings and readings. It was agreed to ensure we check the meter readings before and after the school holidays. The Town Clerk was asked to make the Playgroup aware of the mounting bills and press them to sign the Agreement.

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.**

81. **ITEM CONCERNING ATC LEGAL AFFAIRS**
82. **ITEM CONCERNING ATC PROPERTY**
83. **ITEM CONCERNING ATC PROPERTY**

The meeting closed at 9.10pm.

Chairman ..... Date .....