

# Amersham Town Council

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## MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 25 JANUARY 2016

PRESENT: Councillor M. Lacey (Deputy Chairman)  
Councillor Mrs A. Lamont (Town Mayor)  
Councillor M. Vivis (Deputy Mayor)  
Councillor R. Jones  
Councillor H. Newton  
Councillor M. Phillips  
Councillor Mrs L. Staite (Part time)  
Councillor Mrs L. Walsh

IN ATTENDANCE: Mrs J Wheeler – Town Clerk  
Mrs L. Richardson - Deputy Town Clerk  
Mr Mark Richardson – Facilities Manager  
Councillor C. Morgan  
Councillor M. Flys  
1 member of the public

60. **APOLOGIES:** Apologies were received from Cllrs N. Shepherd; A. Seymour; and A. Williams.

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

62. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 09 NOVEMBER 2016:** There were no matters arising.

63. **TO RECEIVE THE INTERNAL AUDIT REPORT AND RESPONSE:** The Councillors reviewed the report and the response from the Town Clerk and DCK Beavers. Items to note include: invoices to be issued for rental properties; the new Town Clerk and Tina Coles to have training on Omega; DCK Beavers to continue to review the VAT levels; amending the budget to show the unspent Mayoral monies until the next Annual Meeting; receipting of income in the ATC office; bank reconciliations to be reviewed and initialled.

ACTION: LR/TC

64. **TO RECEIVE THE QUARTERLY FINANCE REPORT FOR OCTOBER, NOVEMBER AND DECEMBER:** The report was noted and notes were noted.

It was	Proposed	Councillor M. Phillips
	Seconded	Councillor M. Vivis

**RECOMMENDED to:**

Approve the quarterly figures for October, November and December 2015.

65. **TO CONSIDER THE NEW COST CENTRE ACCOUNTS AS RE-ORGANISED BY DCK BEAVERS:** This was a preview of the new organization of cost centres. The Town Clerk worked with DCK Beavers to slash the number of cost centres from over sixty to just twenty. There was some discussion on the capacity of the Depot and the need for time sheets to make the most of the Depot's working hours. The view was that there was still capacity to take on more work – especially in the winter months. The Town Clerk would continue the re-organisation of the cost centres and give Council a full briefing on completion. ACTION: JW

(Cllr Mrs Louise Staite enters the meeting)

66. **TO CONSIDER THE PRECEPT FOR 2016-2017 FINANCIAL YEAR:** The Town Clerk presented the final budget figures to the Council. A precept increase of 12% was recommended which would leave a budget deficit of £44,112. Councillors debated the impact of this increase – the first for six years.

It was

Proposed	Councillor M. Phillips
Seconded	Councillor M. Vivis

**RECOMMENDED to:**

Propose an increase of 8% which would take the annual precept up from £504,392 to £544,743. This would increase the average Band D property from £77 per annum to around £83 per annum. ACTION: JW

67. **TO REVIEW THE BUDGET FOR 2016-2017:** It was AGREED to approve the budget as presented at this meeting, with the amendment to the precept request.

ACTION: JW/LR

68. **TO AGREE TO WRITE OFF THE SUM OF £255 OWED BY THE JUDO CLUB:** The Councillors AGREED to write off this sum owed by the Judo Club as it was a fault of the Officers that this sum for a deep clean of the former 61 Youth Club building, now Barn Meadow Community Hall, had not been chased. ACTION: TC

69. **CHILTERN DISTRICT COUNCIL MATTERS:** There were various meetings and functions involving the emerging local plan and the HS2 Community Engagement event at Chalfont St Peter.

70. **BUCKS COUNTY COUNCIL MATTERS:** A forum was being held in March to which all Councillors were invited.

71. **MATTERS FOR REPORT:** It was agreed that Cllr Martin Phillips, our longest serving Councillor, would be entered into the draw to attend a Garden Party at Buckingham Palace. It was also agreed that the Martyrs Play banner could be displayed on Market Hall. The Citizen of the Year Awards and Annual Meeting would be moved from Market Hall to Flint Barn Court. The Town Clerk also announced pending changes in the Financial Regs with the new Public Contracts Regulations of 2015.

(Cllr Rob Jones left the 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.**

- 72. **ITEM RELATING TO ATC PROPERTY:**
- 73. **ITEM RELATING TO ATC PROPERTY:**
- 74. **ITEM RELATING TO ATC PROPERTY:**
- 75. **ITEM RELATING TO ATC PROPERTY:**
- 76. **ITEM RELATING TO ATC PROPERTY:**
- 77. **ITEM RELATING TO ATC PROPERTY:**
- 78. **ITEM RELATING TO ATC PROPERTY:**

The meeting closed at 21.10pm.

Chairman.....

Date .....

