

Amersham Town Council

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DRAFT MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 11 APRIL 2016

PRESENT: Councillor M Lacey (Deputy Chairman)
Councillor Mrs A. Lamont (Town Mayor)
Councillor M Vivis (Deputy Mayor)
Councillor H Newton
Councillor M Phillips
Councillor A Seymour
Councillor N Shepherd

IN ATTENDANCE: Councillor C Morgan
Mrs E Richardson
Mr S Catanach
Miss Z Richardson

79. **APOLOGIES:** Apologies were received from; Councillors R Jones, Mrs L Walsh, Mrs L Staite and A. Williams.

80. **MINUTES:**
It was

Proposed – Councillor M Vivis
Seconded – Councillor M Phillips

RESOLVED THAT:

Minutes of the Council meetings held on 25 January 2016 be confirmed as a true record and signed by the Chairman.

81. **DECLARATIONS OF INTEREST**

Councillor A Seymour declared an interest in Minute No. 87 concerning a Grant request from the Royal British Legion.

82. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 25 JANUARY 2016:** There were no matters arising.

83. **TO RECEIVE THE QUARTERLY FINANCE REPORT FOR JANUARY, FEBRUARY & MARCH:** The report was noted.

It was

Proposed
Seconded

Councillor M. Lacey
Councillor A Seymour

RECOMMENDED to:

Approve the quarterly figures for January, February & March 2016.

It was noted that the Draft Annual Return for the year 2015/2016 would be presented at the next Finance Meeting on 13th June 2016. It was also noted that officers had some concerns about the approved 2016/2017 proposed budget and it was AGREED that officers would meet with the Mayor, Deputy Mayor and Councillor Williams (as Chair of the Finance Committee) to discuss a possible revision to the budget before bringing the matter back to Council.

ACTION: ER/SC

84. **TO FORMALLY SET THE DATES FOR THE 'EXERCISE OF ELECTORS RIGHTS' FOR THE ACCOUNTS YEAR ENDED 31 MARCH 2016:**

It was	Proposed	Councillor M. Lacey
	Seconded	Councillor A Seymour

RECOMMENDED to:

Approve the dates for the Exercise of Electors Rights as 21st June to 2nd August 2016.

85. **TO APPROVE A DRAFT ROAD CLOSURE POLICY:**

The draft Road Closure Policy put forward at the previous Council Meeting held on 21st March 2016 had been re-drafted and circulated to Councillors. After much discussion, it was AGREED to approve the Policy subject to several amendments. The final version of the Policy Document will be circulated prior to final approval at the next Council Meeting on 25th April 2016.

ACTION: SC

86. **TO CONSIDER A REVIEW OF THE CURRENT ATC BURIAL CHARGES:**

A report had been previously circulated to Councillors on a comparison between the current ATC burial charges and that of 11 other local Councils. An analysis had also been carried out which showed that the current ATC charges do not cover the actual costs incurred. After discussion it was AGREED that the burial charges should be increased to cover costs and also to bring the fees in line with that of other local councils. It was also AGREED that details of the revised fees for the purchase of plots, interment charges and memorials will be prepared (based on the increases recommended by officers) and circulated to local undertakers prior to the revised charges coming into effect from 1st May 2016. The revised Charges Sheet will be circulated before the next Council meeting on 25th April 2016 for final approval. It was also noted that there had been no increase in the ATC burial charges for 2 years and it was AGREED that the fees should be examined annually to ensure ATC costs are adequately covered.

ACTION: ER/ZR

87. **TO CONSIDER A GRANT REQUEST FROM THE ROYAL BRITISH LEGION:**

It was reported that as Bob Higgins (Branch Chairman of the Legion) had been away on holiday, he had not had an opportunity to submit the Audited Accounts as requested. It was therefore AGREED to defer the matter until the Council meeting to be held on 25th April 2016.

88. **TO APPROVE A DRAFT ATC GRANTS POLICY AND APPLICATION FORM:**

It was recommended to the Committee that ATC adopts a more formal application process for local groups and organisations wishing to apply to ATC for a grant. A Policy Document, Application Form and accompanying Guidance Notes had been prepared and circulated to Councillors prior to the meeting, for consideration. After discussion, it was AGREED to formally approve the documents, as it was felt they would simplify the application process and make it easier for Councillors to evaluate individual applications. The new grants application documents will be made available via the ATC website.

ACTION: ER

89. **CHILTERN DISTRICT COUNCIL MATTERS:**

There were no matters for discussion.

90. **BUCKS COUNTY COUNTY MATTERS:**

Councillor Shepherd reported that there are some tree roots which appear to be uplifting the pavement in Stanley Hill Avenue. He asked if it would be possible to request Bucks County Council for the trees to be removed, the pavement repaired and replacement trees to be planted. Steve Catanach will investigate this.

ACTION: SC

91. **MATTERS FOR REPORT:**

There were no matters for report.

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.

92. **Item relating to an ATC Property**

93. **Item relating to an ATC Property**

94. **Item relating to an ATC Property**

The meeting closed at 20.45pm.

Chairman.....

Date