

# Amersham Town Council

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## DRAFT MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 18 DECEMBER 2017

### **PRESENT:**

Councillor R Jones (Chair)  
Councillor C Morgan - Town Mayor  
Councillor H Newton  
Councillor A Seymour  
Councillor Mrs L Staite  
Councillor M Vivis  
Councillor Mrs L Walsh

### **IN ATTENDANCE:**

Councillor Mrs A Lamont  
Councillor M Flys  
Mrs E Richardson - Town Clerk Finance & Policy  
Mr S Catanach – Town Clerk Community Services

41. **APOLOGIES:** Councillor Ms C Jones - Deputy Town Mayor  
Councillor Mrs J Cook  
Councillor M Grimson  
Councillor M Lacey

42. **DECLARATIONS OF INTEREST**  
Cllr Mrs Lamont declared an interest in Agenda Item 53 and took no part in the discussion.

43. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 16 OCTOBER 2017:**  
There were no matters arising.

44. **TO RECEIVE THE FINANCE REPORTS FOR AUGUST/SEPTEMBER AND OCTOBER 2017:**

### **Financial Year 2017-2018**

- (i) Income and Expenditure Report period ending 31 October 2017
- (ii) Balance sheet as at 31 October 2017
- (iii) Accounts paid to 31 October 2017

It was

Proposed - Councillor R Jones  
Seconded - Councillor A Seymour

RECOMMENDED that the quarterly finance reports for the period ended 31 October 2017 be accepted.

45. **REVIEW OF THE INTERNAL AUDITORS INTERIM REPORT FOR 2017/2018**

Members noted the comments of the Internal Auditor and the Clerk's overview of the recommendations, as well as the F & GP Chairman's verbal comments.

After discussion it was

Proposed – Councillor R Jones  
Seconded – Councillor Mrs L Walsh

RECOMMENDED to

Approve the interim internal audit and the proposed actions.

46. **TO AGREE GRANTS SUB-COMMITTEE RECOMMENDATIONS:**

The minutes of the Grants Sub-Committee meeting had been circulated prior to the meeting and the Committee's recommendations were considered.

After discussion it was

Proposed – Councillor R Jones  
Seconded – Councillor C Morgan

RECOMMENDED to

Award the proposed grants as follows:

- |    |   |          |
|----|---|----------|
| a) | Citizens Advice Bureau                  | - £1,000 |
| b) | Amersham Museum                         | - £600   |
| c) | Carers Bucks                            | - £1,000 |
| d) | Chilterns Dial-a-ride                   | - £500   |
| e) | Chesham Christmas party for the elderly | - £200   |

47. **CONSIDERATION OF DRAFT BUDGET PROPOSALS 2018/19**

The draft budget proposals presented during the Budget Briefing held on 27<sup>th</sup> November 2017 were considered, together with the Town Clerk's report on additional capital projects for the next 5 years. After much discussion

It was

Proposed - Councillor C Morgan  
Seconded – Councillor R Jones

AGREED that the draft budget be reworked based on an 8% increase to incorporate the requirements for the 5 year capital project plan, with the final budget to be agreed at the meeting on 29<sup>th</sup> January 2018.

48. **CONSIDERATION OF HIRE-PURCHASE OF REPLACEMENT TRACTOR:**

A report from Mark Richardson's concerning the urgent need for a replacement tractor was considered. It was noted that the depot cannot perform many of the tasks required without the use of a functioning tractor. After discussion

It was

Proposed – Councillor R Jones  
Seconded – Councillor M Vivis

AGREED that the existing tractor be part-exchanged against the cost of a new Kubota tractor to be bought on a hire-purchase basis over a 5 year term at a cost of £6,336 per annum.

49. **REQUEST FROM CLLR R JONES FOR 2017/2018 BUDGET DOCUMENTATION IN EXCEL FORMAT:**  
Councillor Jones withdrew this request and offered to undertake the work himself to convert the data to excel format.
50. **CHILTERN DISTRICT COUNCIL MATTERS:**  
There were no matters for discussion.
51. **BUCKS COUNTY COUNCIL MATTERS:**  
There were no matters for discussion.
52. **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.**

53. **ITEM RELATING TO ATC PROPERTY:**
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Chairman.....

The meeting closed at 9.05pm

Date .....