

Amersham Town Council

MINUTES OF A MEETING OF
THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON 21 OCTOBER 2019

PRESENT: Councillor R Jones
Councillor M Flys – Town Mayor
Councillor Ms C Jones
Councillor C Morgan
Councillor Mrs L Staite
Councillor Mrs L Walsh

IN ATTENDANCE: Mrs E Richardson - Town Clerk Finance & Policy
Mr S Catanach – Town Clerk Community & Services

35. **APOLOGIES:** Councillor J Cook – Deputy Town Mayor
Councillor Mrs B Dhanda
Councillor M Grimson
Councillor M Vivis

36. **ABSENT NO APOLOGIES:** Councillor H Newton

37. **DECLARATIONS OF INTEREST**
Councillors Liz Walsh and Caroline Jones declared a non-pecuniary interest in the item relating to Grant Applications, given their previous connections with some of the groups from whom applications had been received.

38. **GRANT APPLICATIONS**
Members considered the twelve applications which had been received for this year's grant fund. After much discussion, the £2100 available in the fund were awarded as follows:

Proposed – Councillor R Jones
Seconded – Councillor C Morgan

Amersham Bowls Club	No grant awarded
Amersham Football Club	No grant awarded
Child Contact Centre	£200 grant + £200 from Mayoral Fund
Citizens Advice Bureau	£350 grant awarded
Dial-a-ride	£300 grant awarded
1 st Chesham Bois Scout Group	£500 grant awarded
MARES Community Farm	No grant awarded
Restore Hope	£300 grant awarded
Rotate Amersham (satellite of Rotary)	No grant awarded
Stony Dean School	£250 grant awarded
Stephen Hughes	No grant awarded
Chesham Christmas Party for the Elderly	£200 grant awarded
Total	£2100

39. **MINUTES:**

It was Proposed – Councillor C Morgan
Seconded – Councillor M Flys

RESOLVED

With one amendment, the minutes of the Finance & General Purposes Committee meeting held on 12 August 2019 be confirmed as a true record and signed by the Chairman.

40. **MATTERS ARISING FROM THE APPROVED MINUTES OF MEETING HELD ON 12 AUGUST 2019:**

There were no matters arising.

41. **TO RECEIVE THE FINANCE REPORTS FOR JULY/AUGUST 2019:**

- i) Income and Expenditure Reports for periods ending 31 July & 31 August 2019
- ii) Balance sheets as at 31 July & 31 August 2019
- iii) Accounts paid from 1 July to 31 August 2019

It was Proposed - Councillor R Jones
Seconded - Councillor Mrs L Staite

RECOMMENDED that the finance reports for the period 1 July to 31 August 2019 be accepted.

42. **REVIEW OF TOWN COUNCIL'S FINANCIAL REGULATIONS:**

The Clerk's report containing details of NALC's recommended amendments to the model Financial Regulations was noted and after discussion

It was Proposed Councillor R Jones
Seconded Councillor M Flys

RECOMMENDED that:

the amendments be formally approved and incorporated into the revised Financial Regulations.

43. **REVIEW OF 1ST INTERIUM INTERNAL AUDIT REPORT:**

Members noted the content of the report and were pleased to see that no actions had been recommended by the internal auditor. After discussion

It was Proposed – Councillor R Jones
Seconded – Councillor Mrs L Staite

RECOMMENDED that the audit be accepted and to confirm that no actions were required by the Council.

44. **TO CONSIDER A CONTRIBUTION TO MAINTENANCE WORK ON THE PLATT ACCESS ROAD:**

Members considered the request for a £200 contribution towards the maintenance of the Platt access road in conjunction with other residents of the Platt. Given that the Council owns and maintains the cemetery at the end of the access road,

It was Proposed Councillor C Morgan
Seconded Councillor Ms C Jones

RECOMMENDED that a £200 contribution be made towards the maintenance work.

45. **TO APPROVE TENDER FOR CHRISTMAS LIGHTING CONTRACT:**

Members noted the Town Clerk's report and the recommendation of the Community Services Committee regarding the Christmas Lighting Tender, including installation / removal and upgrade of the existing lights. After much discussion

It was Proposed Councillor Mrs L Walsh
Seconded Councillor Mrs L Staite

RECOMMENDED that the quotation from Sparkx in the sum of £15,000 per annum for a 4 year contract be accepted.

46. **REQUEST FROM THE OLD AMERSHAM BUSINESS ASSOCIATION TO SUPPORT THEIR CHRISTMAS EVENT:**

Members considered the request from the Old Amersham Business Association for a £600 donation and provision of staff for the road closure at their Christmas late night opening event. After discussion it was agreed not to support the event on this occasion, given that the Town Council is already funding the new Christmas lighting in the town and supports the local businesses by organizing numerous events throughout the year.

47. **REQUEST FROM THE AMERSHAM ACTION GROUP TO SUPPORT THEIR CHRISTMAS EVENT IN AMERSHAM-ON-THE-HILL:**

The request for a £1000 donation towards the AAG's Christmas event was considered. As for the Old Town event, Members felt that given the Council was already committed to funding the new Christmas lighting in the town, a further contribution to the Christmas event was not appropriate.

48. **TO AGREE POLICY FOR RENEWAL OF RIGHTS OF BURIAL DEEDS OF GRANT:**

Members considered the Town Clerk's report concerning the fee for renewal of a 75 year Deed for right of burial in the Town Council's cemeteries. After much discussion

It was Proposed Councillor Mrs L Walsh
Seconded Councillor C Morgan

RECOMMENDED that full payment at the prevailing rate should be applied for any renewal of a 75 year Deed of Grant. It was noted that this policy was in line with normal practice adopted by other Councils.

49. **PURCHASE OF FLASHING SIGNS OUTSIDE CHESTNUT LANE SCHOOL:**
This item was deferred pending further information being sought by the Town Clerk.
50. **CHILTERN DISTRICT COUNCIL MATTERS:**
There were no items for discussion.
51. **BUCKS COUNTY COUNCIL MATTERS:**
There were no matters for discussion.
52. **UNITARY AUTHORITY UPDATE:**
The Clerk reported that she had attended an informal Working Group meeting earlier in October, where it was advised that the Town Council would need to submit expressions of interest in taking over any Amersham assets currently owned by Bucks CC or Chiltern DC ts by Spring/Summer 2020. Further information is awaited on a list of assets available for the Town Council to consider.
53. **MATTERS FOR REPORT:**
The Clerk tabled a review of the Town Council’s forthcoming capital projects already agreed for the remainder of this financial year, together with reserves allocated from the capital budget for future projects.

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.

54. **INCREMENTAL SALARY REVIEW:**
Members discussed and agreed the salary review as detailed in the Town Clerk’s report for three members of staff.

The meeting closed at 8.38pm

Chairman.....

Date