

AMERSHAM TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD ON MONDAY 15 JUNE 2020

PRESENT VIA REMOTE ACCESS:

Councillor M Flys (Town Mayor)
Councillor A Seymour (Deputy Town Mayor)
Councillor Mrs F Barrett
Councillor Mrs G Croxley
Councillor Mrs B Dhanda
Councillor R Jones
Councillor R Kenchington
Councillor A Lamont
Councillor C Morgan
Councillor N Shepherd
Councillor Mrs L Staite
Councillor M Vivis
Councillor Mrs L Walsh

IN ATTENDANCE:

Mrs E Richardson - Town Clerk Finance & Policy
Mr S Catanach - Town Clerk Community Services & Engagement

119. APOLOGIES: Councillor M Grimson
Councillor Ms C Jones

120. DECLARATIONS OF INTEREST:
There were no declarations of interest.

121. CO-OPTION OF NEW COUNCILLORS:
Following the recent resignations of Mrs Debbie Kenchington as Councillor for the Amersham-on-the-Hill Ward and Howard Newton for the Weedon Hill Ward, and after formal Notices having been served for the vacancies,

It was Proposed – Councillor M Flys
Seconded – Councillor A Seymour

RESOLVED to appoint Councillor Mrs Gloria Croxall as Councillor for the Amersham-on-the-Hill Ward and Mrs Felicity Barratt as Councillor for the Weedon Hill Ward.

122. MAYOR'S ENGAGEMENTS - 18 MAY to 15 JUNE 2020:
Owing to the COVID restrictions there had been no Mayoral engagements to attend.

123. MATTERS ARISING FROM THE MINUTES OF THE 18 MAY 2020:
There were no matters arising.

124. COUNCIL AND COMMITTEE MINUTES:

a) Council Meeting held on 18 MAY 2020

It was Proposed – Councillor A Seymour
Seconded – Councillor R Kenchington

RESOLVED that the Minutes of the Council Meeting held on 18 May 2020 be confirmed as a true record and signed by the Chair.

125. FINANCE MATTERS:

a) END OF YEAR ACCOUNTS AND ANNUAL RETURN 2019-2020:

The Year End Accounts had been circulated to Members prior to the meeting for examination. There being no further queries

It was Proposed – Councillor A Seymour
Seconded – Councillor Mrs L Staite

RESOLVED THAT:

i) The Annual Governance Statement contained in Section 1 of the 2019/2020 Annual Return be approved

It was Proposed - Councillor C Morgan
Seconded – Councillor Mrs B Dhanda

RESOLVED THAT:

ii) The Accounting Statements contained in Section 2 of the 2019/2020 Annual Return be approved

It was Proposed – Councillor M Flys
Seconded – Councillor Mrs L Walsh

RESOLVED THAT:

iii) The Chair be authorised to sign the 2019/2020 Annual Return and Balance Sheet for the year ending 31 March 2020.

b) TO RECEIVE THE FINANCE REPORTS FOR MARCH 2020:

- i) Income and Expenditure Reports for period ending 31 March 2020
- ii) Balance sheets as at 31 March 2020
- iii) Accounts paid from 1 March to 31 March 2020

It was Proposed - Councillor C Morgan
Seconded – Councillor Mrs L Staite

RECOMMENDED that the finance reports for the period 1 March to 31 March 2020 be accepted.

126. TO REVIEW THE EFFECTIVENESS OF THE 2019-2020 INTERNAL AUDIT:

Members had received a copy of the final Internal Audit Report for 2019/20. The auditor's comments having been noted:

It was Proposed – Councillor A Seymour
Seconded – Councillor N Shepherd

AGREED that the Internal Audit had been effective.

127. APPROVE INTERNAL AUDIT PLAN FOR 2019/2020:

Members noted the proposed Audit Plan for the year 2020/2021 and

It was Proposed Councillor M Flys
Seconded Councillor A Seymour

RECOMMENDED that the Audit Plan for 2020/2021 be approved

128. TO FORMALLY SET THE DATES FOR THE ‘EXERCISE OF ELECTORS’ RIGHTS’ FOR THE ACCOUNTS YEAR ENDED 31 MARCH 2020

It was Proposed Councillor Mrs B Dhanda
Seconded Councillor C Morgan

RECOMMENDED to:

Approve the dates for the Exercise of Electors’ Rights as 17 June to 28 July 2020.

129. REVIEW LEVEL OF FIDELITY GUARANTEE:

After discussion

It was Proposed Councillor M Vivis
Seconded Councillor Mrs A Lamont

RECOMMENDED that:

The Clerk arrange for the current level of fidelity guarantee be increased from £1,000,000 to £1,250,000 when the policy is renewed.

130. RENEWAL OF ATC VEHICLES INSURANCE:

The quotations obtained for vehicles insurance for 2020/2021 were considered and the Clerk’s comments noted with regard to the clarification being sought on the quote from our current insurer. After discussion,

It was Proposed – Councillor R Kenchington
Seconded – Councillor Mrs B Dhanda

RECOMMENDED to agree in principal to accept the quotation from Zurich Insurance at £3,778, subject to the Clerk receiving appropriate clarification.

131. RENEWAL OF THE COUNCIL’S CYBER INSURANCE:

The renewal of the Council’s cyber insurance for the 2020/2021 year was noted at a premium of £379.44.

132. BUCKINGHAMSHIRE COUNCIL MATTERS:

- a) Measures to aid social distance for queuing customers in the town centre:
With the re-opening of many shops, Councillors noted that measures were being considered by Buckinghamshire Council to aid social distancing for queuing customers in the town centre. However, Members felt that restrictions which would limit the movement of customers on the pavements were probably not necessary and could serve to discourage residents from visiting the shops. However it was agreed to monitor the situation closely and to advise Bucks Council if additional emergency measures were considered necessary.
- b) HS2 – closure of bus stops on Whielden Street during current HS2 works
It was noted that very few passengers were using the replacement shuttle bus service being provided by Buckinghamshire Council while the HS2 works were underway and the normal bus service had been suspended along Whielden Street. However the situation will be closely monitored until the road and bus route is re-opened.

133. MATTERS FOR REPORT:

- a) Two Councillors reported on apparent anti-social behaviour at Hervines Park, with evidence of a bonfire as well as broken bottles and litter. The local police had been informed about the repeated incidences but seem not to have the manpower to carry out regular checks. Their advice has been that evidence of anti-social behaviour should be reported as it is happening by dialling 999 and asking for an emergency response.
- b) It was agreed that The Clerk would arrange a date for a virtual meeting to give a presentation to Councillors (mandatory for recently co-opted councillors and optional for others) to discuss the town council's properties and leases.

134. DATE OF NEXT VIRTUAL MEETINGS:

Next meeting – Monday 13 July 2020 at 7.30pm
Subsequent meeting – Monday 10 August 2020 at 7.30pm

Part 2 CONFIDENTIAL – FOR COUNCILLORS ONLY

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.

There were no matters for discussion.

The meeting closed at 8.20pm.

Chairman Date