

AMERSHAM TOWN COUNCIL

DRAFT MINUTES OF THE COUNCIL MEETING

HELD ON MONDAY 19 OCTOBER 2020

PRESENT VIA REMOTE ACCESS:

Councillor M Flys (Town Mayor)
Councillor Mrs F Barrett
Councillor Mrs G Croxley
Councillor M Grimson
Councillor R Jones
Councillor R Kenchington
Councillor A Lamont
Councillor C Morgan
Councillor S Scott-James
Councillor Mrs L Staite
Councillor Mrs L Walsh

IN ATTENDANCE:

Mrs E Richardson - Town Clerk Finance & Policy
Mr S Catanach -Town Clerk Community Services & Engagement
Mr T Killeen (Complete IT Ltd) – open session.

178. APOLOGIES:

Councillor A Seymour (Deputy Town Mayor)
Councillor C Jones
Councillor N Shepherd
Councillor M Vivis

179. DECLARATIONS OF INTEREST:

There were no declarations of interest.

180. OPEN SESSION - PRESENTATION FROM COMPLETE IT LTD:

Councillors received a presentation from Complete IT Ltd regarding an upgrade of the Council's IT server.

181. MAYOR'S ENGAGEMENTS - 14 SEPTEMBER TO 19 OCTOBER 2020:

The list of engagements circulated prior to the meeting were noted.

182. MATTERS ARISING FROM THE MINUTES OF THE 14 SEPTEMBER 2020:

There were no matters arising.

183. COUNCIL MINUTES:

a) Council Meeting held on 14 September 2020

It was

Proposed – Councillor M Grimson
Seconded – Councillor Mrs L Staite

RESOLVED that the Minutes of the Council Meeting held on 14 September 2020 be confirmed as a true record and signed by the Chair.

184. FINANCE MATTERS:

a) TO RECEIVE THE FINANCE REPORTS FOR AUGUST 2020:

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

It was

Proposed - Councillor M Flys
Seconded – Councillor R Jones

AGREED that the finance reports for the period 1 to 31 August 2020 be accepted.

b) FIRST INTERIM AUDIT REPORT FOR 2020/21:

The report had been circulated prior to the meeting.

After discussion,

It was

Proposed - Councillor M Flys
Seconded – Councillor R Jones

RESOLVED to accept the interim audit and the proposals contained therein, with the Clerk tasked with writing a renewed investment policy.

185. RENEWAL OF COUNCIL'S INSURANCE POLICY:

The Council considered the renewal quotation obtained from the Council's broker. After brief discussion

It was

Proposed – Councillor M Flys
Seconded – Councillor R Kenchington

AGREED to accept the renewal quotation with the Council's existing insurer at a premium of £9,233 for 2020/21 year.

186. UPGRADE OF COUNCIL'S IT SERVER AND EQUIPMENT:

- a) The Clerk's report had been circulated prior to the meeting. After discussion and following the presentation from Complete IT earlier in the meeting

It was

Proposed – Councillor L Staite
Seconded – Councillor C Morgan

RESOLVED to migrate to Microsoft 365 cloud based technology rather than purchase a replacement server and to purchase three new P.C's to replace machines which are no longer fit for purpose and better enable staff to work from home when necessary.

187. REPLACEMENT STREET LIGHTS IN SYCAMORE ROAD / HILL AVENUE:

The Clerk's report and contractors' quotations had been circulated prior to the meeting. After discussion

It was Proposed – Councillor R Jones
Seconded – Councillor M Flys

RESOLVED to convert the 16 street lights in Sycamore Road and Hill Avenue to LED's at a total cost of £6,720.

188. REPLACEMENT ILLUMINATED CHRISTMAS REINDEER:

It was reported that 6 of the illuminated reindeer (used in the Memorial Gardens at Christmas) are no longer functioning. After discussion it was decided to defer replacement until next year when it is hoped that there might be a better chance of obtaining sponsorship for the purchase.

189. COMMENTS ON RECENT PLANNING APPLICATIONS:

It was Proposed – Councillor R Kenchington
Seconded – Councillor F Barrett

RESOLVED that the comments agreed for Plan Lists dated 25 September, 2 & 9 October be approved and the recommendations therein be adopted.

190. BUCKINGHAMSHIRE COUNCIL MATTERS:

a) Community Board update:

Youth Council: Councillor Walsh reported that with the support of Councillors Staite, Croxall and Scott-James, work was proceeding to set up a Youth Council. A fund of £500 had been secured from the Amersham Community Board towards set-up costs.

Amersham Brand: It was also reported that work was also being carried out by Square 1 to promote the Amersham brand, in an effort to support local retail outlets in the lead up to Christmas.

Emergency Active Travel Fund: The latest update on the Bucks Council's proposals for the active travel fund were discussed. Many Councillors had already contacted Bucks Council to voice their objections to some of the proposals. The Clerk was asked to also prepare a letter on behalf of Council, highlighting Members' concerns.

b) Ratification of decision regarding Community Board funding:

After brief discussion

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

RESOLVED that Amersham Town Council would act as administrator for the Community Board fund to support a digital branding campaign for the town.

191. MATTERS FOR REPORT:

- a) Revision of Council Social Media Policy:
Following recent informal discussion by Members, it was suggested that the Clerk amend the Council's Social Media Policy to incorporate additional recommendations relating to Members' use of social media platforms when discussing Council matters. The amendments will be ratified at the next Council meeting.
- b) Barn Meadow Playground:
The continued afternoon closure of the Barn Meadow playground was discussed, which had been introduced last month at the request of St Mary's School to avoid overcrowding. Given the apparent increase in COVID positive numbers in recent weeks, it was decided to continue with the afternoon closure, though the playground will be fully open over the half term holiday.
- c) Hervines Park Evening closure:
The evening /overnight closure of the Hervines car park was discussed. Although Members acknowledged the extra staff costs, it was agreed to continue the evening closures in order to avoid a repetition of the anti-social behaviour experienced in the summer months.

192. DATE OF NEXT VIRTUAL MEETINGS:

Next Council meeting & Budget Briefing – Monday 16 November at 7.30pm

December Council meeting – Monday 14 December 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.

193. ITEM RELATING TO FLINT BARN HOUSE LEASE:

194. OUT OF HOURS CONTACT FOR ATC:

Following a request from Bucks Council for an out of hours contact number, Members agreed that this was not necessary given the rare occasions that staff intervention might be required. It was agreed that Bucks Council should be advised to contact one of the local Bucks Councillors in the first instance who could then contact staff if necessary.

195. **ITEM RELATING TO BURIAL AT THE PLATT CEMETERY:**

196. **ITEM RELATING TO DEPOT STAFFING:**

The meeting closed at 9.05pm.

Chairman Date