

Amersham Town Council

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 15 AUGUST 2022

PRESENT: Councillor D Pinkney (Chair)
Councillor M Roberts (Town Mayor)
Councillor M Dormer
Councillor Mrs P Milliner
Councillor Dr E Shepherd

IN ATTENDANCE: Mrs E Richardson - Town Clerk Finance & Policy
Mr M Richardson – Depot & Facilities Manager
Mrs T Coles – Administration Officer
Mr D Balderson – Amersham Bowls Club (part meeting)
Mr C Houghton – Amersham Bowls Club (part meeting)

18. **APOLOGIES:** Councillor Mrs J Barnes (Deputy Town Mayor)
Councillor M Flys
Councillor Mrs V Head
Councillor Mrs A Lamont
Councillor S Woodhead

19. **DECLARATIONS OF INTEREST:**
In his capacity as Deputy Chair of the Amersham Community Board, Cllr Dormer declared an interest in Minute No. 21c.

20. **OPEN SESSION:**
Members received a presentation from Mr D Balderson and Mr C Houghton of Amersham Bowls Club on their proposals for increased use of the Hervines Park Pavilion.

21. **FINANCE MATTERS:**

- a) **To receive the Finance Reports for the period 1 May to 30 June 2022**
- i) Income and Expenditure Reports for periods ending 31 May and 30 June 2022
 - ii) Balance sheets as at 31 May and 30 June 2022
 - iii) Accounts paid from 1 May to 30 June 2022

It was

Proposed - Councillor Mrs P Milliner
Seconded – Councillor M Roberts

RECOMMENDED that the finance reports for the period 1 May to 30 June 2022 be accepted.

b) **New rota system for Councillor cheque signing**

The Town Clerk's report was noted. After discussion

It was

Proposed – Councillor M Roberts

Seconded – Councillor M Dormer

RECOMMENDED that a weekly rota would be set up for Councillors who are bank signatories to visit the office to sign cheques / direct debits. It was also noted that Councillors Pat Milliner and Elizabeth Shepherd agreed to be added as ATC bank signatories.

c) **Refund of Community Board Grant for Youth Council**

Following a request from the Community Board Manager,

It was

Proposed – Councillor Mrs P Milliner

Seconded – Councillor Dr E Shepherd

RECOMMENDED that the £500 grant awarded in 2019 by the Community Board towards setting up a Youth Council be returned, with a view to reapplying for the funding once a formal costed proposal can be drawn up. It was however noted that Councillor Keeler had spoken to the Amersham Youth Club and Councillor Roberts had already spoken to Dr Challoner's Grammar School about setting up a Youth Council.

22. **TO CONSIDER PROPOSALS FROM AMERSHAM BOWLS CLUB:**

Following discussion with the Bowls Club representatives, it was agreed that :

- a) Members would agree in principle to replacement signage at the club, subject to the council approving the final design.
- b) Members would not rule out the possibility of the club having a small lockable 'bar' at Hervines Park Pavilion, though further consideration would need to be given to its location, security and usage before formal approval could be granted.
- c) Members acknowledged the request for the club's increased use of Hervines Park pavilion, but given that the club's current usage already poses booking difficulties for the Council in turning away regular hirers, it was agreed that further proposals would need to be given by the club on this matter.

23. **TO AWARD CONTRACT FOR STANLEY HILL DRIVEWAY EXTENSION:**

The Chairman reported that the tenders for the contract had been opened earlier that day as per the Council's Financial Regulations. Six quotations had been received, with very little margin between the two lowest quotations. After discussion,

It was

Proposed Councillor M Dormer

Seconded Councillor M Roberts

AGREED that the Clerk would seek references for the two contractors with the lowest quotes before a final decision is made.

24. **BUCKS UNITARY AUTHORITY MATTERS:**

There were no matters for discussion.

25. **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.

26. **RECRUITMENT TO REPLACE DEPOT HOURS FOLLOWING RESIGNATION OF SKILLED GROUNDSPERSON:**

The Clerk's comments were noted about filling the vacancy for a Skilled Groundsperson.

After brief discussion

It was

Proposed – Councillor Dr E Shepherd
Seconded – Councillor Mrs P Milliner

RECOMMENDED that the post of Skilled Groundsperson be advertised internally, with a view to promoting an existing member of the depot team and that a vacancy for a Groundsperson be advertised as soon as possible.

The meeting closed at 8.35pm

Chairman.....

Date