

Amersham Town Council

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 17 OCTOBER 2022

PRESENT: Councillor D Pinkney (Chair)
Councillor M Roberts (Town Mayor)
Councillor M Dormer
Councillor M Flys
Councillor V Head
Councillor A Lamont
Councillor P Milliner
Councillor E Shepherd

IN ATTENDANCE: Mrs E Richardson - Town Clerk Finance & Policy

27. **APOLOGIES:** Councillor Mrs J Barnes (Deputy Town Mayor)
Councillor S Woodhead

28. **DECLARATIONS OF INTEREST:**
Councillor Head declared a non-pecuniary interest in Minute No 29(b), (OASIS group grant application).

29. **FINANCE MATTERS:**

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

It was

Proposed Councillor D Pinkney
Seconded Councillor M Roberts

RECOMMENDED that the finance reports for the period 1 July to 31 August 2022 be accepted.

b) **To consider recommendations of Grants Sub-Committee**

The minutes of the Grants Sub-Committee had been circulated prior to the meeting. After much discussion it was RECOMMENDED that the grants be allocated as suggested by the Grants Sub-Committee. There was further debate on the allocation of a grant to the OASIS group for their Christmas Party, with a majority of Councillors voting against offering a grant, given the small number of participants who would benefit. It was suggested that the OASIS Members could join the Christmas Party for the Elderly being held in Chesham, which receives a grant from Amersham Town Council. The organizer had confirmed that the event is open to Amersham elderly residents and transport is provided where required.

c) **Review of first internal interim internal audit**

The auditor's report had been circulated prior to the meeting.

It was Proposed Councillor P Milliner
Seconded Councillor D Pinkney

RECOMMENDED that the auditor's comments be noted and that the Council's financial regulations be reviewed at the next Finance Meeting.

30. **TO RENEW THE COUNCIL'S MAIN INSURANCE POLICY:**

The Town Clerk's comments were noted regarding the difficulty in obtaining quotations for renewal of the policy, with many insurers declining to quote.

It was Proposed Councillor P Milliner
Seconded –Councillor A Lamont

RECOMMENDED that the renewal quotation of £21,623 pa be accepted on a 3 year term from the existing insurer (Gallagher). The Clerk was asked to enquire about a possible 5 year term.

Post meeting note – Gallagher's has 3 year limit on their policies.

31. **REVIEW OF CHARGING FOR SATURDAY MORNING MARKET:**

Following discussion at the previous Council meeting,

It was Proposed Councillor D Pinkney
Seconded Councillor M Roberts

AGREED that given the current economic climate, the Council would not re-introduce charges for stall holders at the Saturday market under Market Hall. It is hoped this would encourage the stall holders to continue attending and increase footfall in the town for other shops. It would also avoid a considerable amount of admin time in collecting weekly fees.

32. **COUNCILLOR EMAIL ADDRESSES:**

Following discussion at the last Council meeting,

It was Proposed Councillor M Roberts
Seconded Councillor E Shepherd

AGREED that the Council's IT Consultant should set up designated Councillor email addresses on a Microsoft 365 Business Basic Account based on their quotation of £67.50 per month.

33. **BUCKS UNITARY AUTHORITY MATTERS:**

There were no matters for discussion.

34. **MATTERS FOR REPORT:**

Coronation Working Group

It had been agreed at the previous Council meeting to set up a Working Group to co-ordinate celebrations for the King's Coronation in May 2023. Councillors Mark Roberts, Vera Head and Pat Milliner asked to join the Working Party. Other Councillors wishing to join the group should contact the Clerk.

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.

35. DEPOT STAFFING REPORT FROM MARK RICHARDSON:

Councillors noted the recommendation for depot staffing in Mark Richardson's report.

After brief discussion

It was

Proposed – Councillor M Dormer
Seconded – Councillor E Shepherd

RECOMMENDED that the current part-time vacancy for a Skilled Groundsperson be filled by increasing the hours of one existing part-time member of staff and advertising for the remaining hours externally. It was also agreed that the Council should ensure adequate provision for existing staff promotion, when appropriate, based on experience, training and proficiency.

The meeting closed at 8.12pm

Chairman.....

Date

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