

Amersham Town Council

MINUTES OF A MEETING OF
THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON 17 FEBRUARY 2025

PRESENT:

Councillor M Roberts (Chair)
Councillor D Pinkney (Town Mayor)
Councillor E Shepherd (Deputy Town Mayor)
Councillor J Barnes
Councillor M Dormer
Councillor M Flys
Councillor A Lamont
Councillor H Maitland-Jones

IN ATTENDANCE:

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

43. **APOLOGIES:**

Councillor V Head
Councillor P Milliner

44. **DECLARATIONS OF INTEREST:**

There were no declarations of interest.

45. **TO RECEIVE THE FINANCE REPORTS FOR NOVEMBER & DECEMBER 2024:**

- i) Income and Expenditure Reports for periods ending 30 November & 31 December 2024
- ii) Balance sheets as at 30 November & 31 December 2024
- iii) Accounts paid from 1 November to 31 December 2024

It was Proposed - Councillor D Pinkney
Seconded – Councillor E Shepherd

RECOMMENDED that the finance reports for the period 1 November to 31 December 2024 be accepted.

46. **PURCHASE OF MAYOR'S CONSORT BADGE:**

It was noted that the Mayor would be using £140 from his Mayoral Fund to purchase a Mayor's Consort badge for use in future years. The style would be the same as used for the past Mayor's badge to avoid any additional design costs.

47. **TO CONSIDER ESTABLISHMENT SUB-COMMITTEE RECOMMENDATIONS:**

The minutes of the Establishment Sub-Committee meeting held on 14 February 2025 had been circulated prior to the meeting. After discussion

- a) It was Proposed – Councillor M Dormer
Seconded – Councillor E Shepherd

AGREED that the incremental staff increases for eligible staff on a salary scale be approved, effective from 1 April 2025.

- b) **AGREED** that the Clerks would carry out the actions recommended by the Establishment Sub-Committee in response to the request from a member of staff for flexible working.

48. **TO CONSIDER PROPOSAL FROM AMERSHAM BOWLS CLUB FOR RENEWAL OF THE CLUB'S LEASE AT HERVINES PARK:**

The email from the Bowls Club Chairman regarding the renewal of the club's lease in April 2026 was noted. After discussion,

- It was Proposed – Councillor M Dormer
Seconded – Councillor D Pinkney

AGREED that the Clerk would report at the next Council meeting with additional information for consideration before formulating a reply to the bowls club Chairman.

49. **TO CONSIDER PURCHASE OF VEHICLES AND PLANT:**

A report from the Depot and Facilities Manager on the purchase of replacement vehicles and plant equipment was discussed. After discussion

- It was Proposed – Councillor E Shepherd
Seconded – Councillor D Pinkney

AGREED to purchase a replacement Kubota M5112 tractor (purchase price £63,834.80 + VAT – monthly finance cost over 5 years £836.51).

AGREED to purchase a replacement ride-on mower (purchase price £24,260 +VAT – monthly finance cost over 3 years £634.36).

AGREED to purchase a replacement depot van (purchase price £24,784 + VAT – monthly finance cost over 6 years £523.61), on the proviso that a 5 year warranty is secured.

50. **TO CONSIDER QUOTATION FROM PEAR TECHNOLOGY FOR CEMETERY SEARCH SOFTWARE:**

The Town Clerk's report was noted. Councillors asked the Clerk to convey their thanks to Tina Coles for her work over the past 5 years in transcribing all the historic burial records. After discussion

- It was Proposed – Councillor A Lamont
Seconded – Councillor J Barnes

AGREED to accept the quotation from Pear Technology (£1420 for first year, then £120pa for annual hosting) for Cemetery Searcher software to enable interactive cemetery maps to be uploaded to the town council website for public use.

51. **TO CONSIDER QUOTATION FROM SCRIP TO SCAN HISTORIC BURIAL RECORD BOOKS:**

The Town Clerk's report was noted. After discussion

It was Proposed – Councillor H Maitland-Jones
Seconded – Councillor D Pinkney

AGREED to accept the quotation from Scripti (£1000 +VAT) to digitally scan all the council's historical burial books.

52. **MATTERS FOR REPORT:**

The clerk updated Councillors on the latest situation in connection with adverse use of Town Council land being used for parking. The Clerk was asked to respond to the leaseholder's solicitor.

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.

53. **RECRUITMENT OF 6 MONTH GROUNDSMAN:**

The Town Clerk's Report was noted.

It was Proposed – Councillor D Pinkney
Seconded – Councillor E Shepherd

AGREED to proceed with the recruitment of a groundsman for a 6 month contract (April to September 2025) to ensure adequate staff hours to fulfil the depot's contract work.

The meeting closed at 8.08pm

Chairman.....

Date