

Amersham Town Council

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 9 JUNE 2025

PRESENT:

Councillor Martin Day (Chair)
Councillor Jonathan Allum
Councillor Heena Amarshi
Councillor Jane Barnes
Councillor Paul Edwards
Councillor Elizabeth Kolb
Councillor Mark Roberts
Councillor Simon Woodhead (Town Mayor)

IN ATTENDANCE:

Councillor Jim Brown (Deputy Town Mayor)
Councillor Joseph Noaman
Councillor Dominic Pinkney
Councillor Kelly Thornton
Councillor Amar Vyas
E Richardson - Town Clerk Finance & Policy

1. **APOLOGIES:** Councillor Maura Brady
Councillor James Wilkinson

2. **DECLARATIONS OF INTEREST**
There were no declarations of interest.

3. **TO RECEIVE THE UNAUDITED ACCOUNTS FOR THE YEAR 2024-25:**
A presentation on the end of year accounts was given by Mr Derek Kemp of DCK Accounting Solutions. After discussion

It was

Proposed - Councillor M Day
Seconded- Councillor M Roberts

RECOMMENDED that:

The accounts be put before full Council for approval at the Extra-ordinary meeting to be held on 9 June 2025.

4. **TO RECEIVE THE FINANCE REPORTS FOR MARCH/APRIL 2025:**

Financial Year 2024-25

- i) Income and Expenditure Reports for period ending 31 March 2025
- ii) Balance sheets as at 31 March 2025
- iii) Accounts paid to 31 March 2025

It was

Proposed - Councillor M Roberts
Seconded – Councillor E Kolb

RECOMMENDED that the finance reports for the period 1 to 31 March 2025 be accepted.

Financial Year 2024-25

- i) Income and Expenditure Reports for period ending 30 April 2025
- ii) Balance sheets as at 30 April 2025
- iii) Accounts paid to 30 April 2025

It was

Proposed - Councillor M Roberts

Seconded – Councillor E Kolb

RECOMMENDED that the finance reports for the period 1 to 30 April 2025 be accepted.

5. **TO REVIEW THE FINAL INTERNAL AUDIT REPORT:**

The final internal audit report had been circulated prior to the meeting. Members were pleased to note that there were no issues raised by the auditor which required action by the Council.

It was

Proposed – Councillor M Roberts

Seconded – Councillor S Woodhead

RECOMMENDED to accept the final audit report.

6. **TO REVIEW THE EFFECTIVENESS OF THE 2024-25 INTERNAL AUDIT:**

Members had received a copy of the final Internal Audit Report for 2024-25.

It was

Proposed – Councillor J Allum

Seconded – Councillor H Amarshi

AGREED that the Internal Audit had been effective.

7. **APPROVE INTERNAL AUDIT PLAN FOR 2024-25:**

Members noted the proposed Audit Plan for the year 2025-26 and

It was

Proposed Councillor J Allum

Seconded Councillor H Amarshi

RECOMMENDED that the Audit Plan for 2024-25 be approved.

8. **TO APPOINT THE INTERNAL AUDITOR FOR THE 2025-26 FINANCIAL YEAR**

It was

Proposed Councillor S Woodhead

Seconded Councillor P Edwards

RESOLVED to appoint Auditing Solutions as the Council's internal auditor for the 2025-26 financial year.

9. **TO FORMALLY SET THE DATES FOR THE 'EXERCISE OF ELECTORS' RIGHTS' FOR THE ACCOUNTS YEAR ENDED 31 MARCH 2025**

It was

Proposed Councillor M Day

Seconded Councillor J Allum

RECOMMENDED to:

Approve the dates for the Exercise of Electors' Rights as 11 June to 22 July 2025.

10. **TO AGREE RENEWAL OF COUNCIL'S VEHICLES INSURANCE POLICY:**

The Clerk's report was noted. After brief discussion

It was

Proposed – Councillor M Roberts

Seconded- Councillor J Barnes

RECOMMENDED that the vehicles insurance policy for 2025-26 be renewed with Zurich Municipal at a cost of £14,523.34.

11. **TO AGREE PROPOSED BUDGET FOR ADDITIONAL PLAY EQUIPMENT IN BARN MEADOW PLAYGROUND:**

Councillors noted that it had previously been agreed by council to allocate a budget for the installation of additional equipment at the Barn Meadow playground. After discussion

It was

Proposed -Councillor M Roberts

Seconded – Councillor J Allum

RECOMMENDED that a budget of up to £30,000 be allowed for the project, using the surplus budget allocation from the Hervines Park playground, plus the £3230 CIL contribution received from Buckinghamshire Council and an additional £15,000 from the council's capital fund. It was agreed that Council officers will obtain sample designs from contractors and a working group (Cllr Edwards, Cllr Vyas, Cllr Barnes) would use the designs for a survey at the playground to assess children's preferences.

12. **MEMBERSHIP OF THE GRANTS SUB-COMMITTEE:**

It was

Proposed – Councillor S Woodhead

Seconded – Councillor J Barnes

RECOMMENDED that the membership of the Grants Sub-Committee would be: Councillors S Woodhead (Mayor), J Brown (Deputy Mayor), D Pinkney and E Kolb.

13. **MATTERS FOR REPORT:**

a) Market Hall

The Clerk reported that the contractors carrying out repairs on Market Hall had made good progress, with the work being completed well before time and the road closure dismantled.

b) 146 Station Road

It was noted that urgent repairs were required on the roof of 146 Station Road. Officers had sought quotations from roofing companies and it was agreed to proceed with the work as quickly as possible given the urgency.

It was

Proposed – Councillor M Day

Seconded – Councillor S Woodhead

RECOMMENDED that the approximate cost of £5000 be approved for the works to go ahead.

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.

14. Amersham Bowls Club Lease:

The email received from the Club Chairman regarding renewal of the lease was noted. After discussion it was agreed that the Clerk be asked to set up a discussion between a Working Group (Cllrs Pinkney, Amarshi and Edwards) with representatives from the club to agree renewal terms on the lease.

The meeting closed at 8.10pm

Chairman.....

Date