

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on **Tuesday 3<sup>rd</sup> January 2017** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

**Present:** Cllr. J. Bates  
 Cllr. T. Bloomfield  
 Cllr. J. Harvey Chairman  
 Cllr. D. Isham  
 Cllr. A. Mahi Town Mayor  
 Cllr. H. Mordue  
 Cllr. Ms. Newell  
 Cllr. M. Smith  
 Cllr. Mrs. Strain-Clark  
 Cllr. R. Stuchbury  
 Cllr. M. Try

**Also present:** Mr. C. Wayman Town Clerk  
 Ms. C. Childs Deputy Town Clerk  
 Mrs. N. Stockill Committee Clerk

**670/16 Apologies for Absence**

Members are asked to receive apologies from Cllrs. Hiron, P. Collins and Cllr. Mrs. G. Collins.

**671/16 Declarations of Interest**

Cllr. Newell and Cllr. Stuchbury declared an interest in agenda item 12; Buckingham Library Service. Cllrs. Try, Mahi and Bloomfield declared interest in agenda item 7 as Trustees of the Buckingham Community Centre.

**672/16 Minutes of last meeting**

The minutes of the Resources Committee meeting held on Monday 7<sup>th</sup> November 2016, to be ratified at the Full Council meeting of Monday 23<sup>rd</sup> January 2017 were **AGREED**.

**673/16 Minutes of CSG Committee**

The minutes of the CSG Committee meeting held on Wednesday 30<sup>th</sup> November 2016 were received and **AGREED**.

**674/16 Action Report**

(873/16 Scenario planning) The Town Clerk informed Members there would be a Scenario Planning workshop organised for March 6<sup>th</sup> 2017 at 7pm. Invitations and further details would be circulated in due course. Cllr. Smith noted his apologies for the workshop and offered to submit his comments electronically.

(140/16 Town Action Commission) Members discussed and **AGREED** to fund the line marking of parents and child parking bays from the Contingencies budget.

**ACTION TOWN CLERK**

**675/16 Capping Threat**

Members received the report and held a discussion over the potential of increased devolved services. Members were in agreement that the Town Council should be mindful of how any devolved services would be funded following adoption. Cllr

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Stuchbury said it was important that the Town Council continues to clearly communication reasons for any Council Tax rise to the residents of Buckingham.

#### 676/16 **Buckingham Community Centre**

To discuss purchasing the freehold of Buckingham Community Centre at the proposed price of £50,000 *[Agreed by AVE Board on 24/11/16]*

Cllr. Isham informed Members of the history of the Community Centre and the formation of its Management Committee. Members held a discussion on the potential purchase of the Community Centre and the following was agreed.

Proposed by Cllr. Isham, seconded by Cllr Stuchbury to purchase the Buckingham Community Centre at the proposed price of £50,000. Members **AGREED** to pursue the matter subject to the confirmation, by the Town Clerk, of questions outlined below.

What the boundaries of the property and land included within the £50,000 purchase price?

Is it an offer for 100% of the freehold title and does not entail any caveats or 'sleeping partners'?

What are the Community Centre's income and expenditures amounts for 2015 and 2016?

A vote was taken and Members voted unanimously in favour of the proposal.

#### 677/16 **Accounts and Budgets**

Members are asked to receive and consider the attached Income and Expenditure reports.

Councillor's Allowances – Cllr. Stuchbury said with the prospective changes to Local Government, BTC should investigate remunerating Parish Councillors for the level of work they undertake. The Town Clerk said we only increase the allowance approximately once every five years.

Roundabouts – Cllr Stuchbury questioned if we were satisfied we were gaining enough income to make it feasible and the Town Clerk informed Members that the Council had made £9k profit across all of the roundabouts during 2015/16.

CCTV – The Town Clerk explained that an additional camera that was compatible with the current system could not be sourced and the entire system may need replacing. Members **AGREED** to remit the issue to Environment Committee for investigation.

**ACTION COMMITTEE CLERK**

Members noted their thanks to the Accounts Officer and Town Clerk for producing accurate and real-time figures.

#### 679/16 **Invoices passed for payment, and income received**

Members are asked to receive the attached schedule of invoices paid.  
Noted.

#### 680/16 **Precept Report**

To receive a written report from the Deputy Town Clerk  
The Precept figures for Resources Committee were received.  
Cllr. Harvey noted an increase of £30k to personnel costs.

The Town Clerk noted that the recommended 3.9% increase was contributed to the potential purchase of the Community Centre.

Proposed by Cllr Harvey, seconded by Cllr. Smith and **AGREED** that the Officer Recommendations be accepted subject to any other decisions further in the agenda.

#### 681/16 Grants applications 2017

To agree recommendations to the Precept meeting on community grants for 2017/18

Members noted the report and held a discussion on the importance of ensuring applicants do not repeatedly request grant funding for the same project.

Proposed by Cllr Smith, seconded by Cllr. Stuchbury and **AGREED** to add the issue of grant funding to the March Resources agenda subject to Cllr. Harvey and the Town Clerk preparing a draft grant policy document.

Members **AGREED** a press release on the 2017/18 Precept budget and Grants to be drafted ahead of time for issue on the morning after Precept is set.

Applicant	Contact Name	Declaration of Interest	Proposer/ Secunder	Grant applied for	Alternative Amount proposed	Grant Awarded
Buckingham AED Project	Geoff Shaw	Cllr. Newell	Cllr. Try and Cllr. Smith.	£1,586	£1,000	£1,000
Buckingham Canal Society	Jim Mcilroy	Cllr. Smith	Cllr. Harvey and Cllr. Smith	£789	£500	£500
Buckingham Churches Children's Holiday Club	Revd. R M Bundock			£750	£300	£300
Buckingham Lawn Tennis Club	Simon Thompson			£1,000	£900	£900
Buckingham Literary Festival	Chloe Woodhead	Cllr Smith and Strain-Clark as Friends of the University.		£800	£600	£600
Buckingham Summer Festival	John Walton			£1,500	£1200	£1200

Buckingham Town Cricket Club	Adrian Johnson		Cllr. Strain-Clark and Cllr Stuchbury	£2,000	£1000 with condition that it is spent within the financial year.	£1000
Chandos Park Bowls Club	Bob Reynolds			£500	£500	£500
Connection Floating Support (Oxford) Ltd	Donna Stapleton	Cllr. Strain-Clark		£860	£500	£500
Friends of the Old Gaol Museum	Mrs Jean Summers	Cllr Smith Trustee of the Museum and Cllr Bloomfield.		£500	£500	£500
George Grenville Academy	Emma Killick			£1,000	£1000	£1000
North Bucks Carers	Mrs Ann McGahan			£1,000	£1000	£1000
Open House	Carol Penny			£400	£400	£400
Project Street Life	Pete Downing	Cllr Newell as a Friend of Project Street Life.		£1,000	£1000	£1000
Revitalise	Mr Andrew Baker			£500	£500	£500
The Swan Community Hub (Job Club)	Stephen Townsend	Cllr Mordue.		£1,000	£1,000	£1,000

### 682/16 Buckingham Library

To receive and discuss Service Options Appraisal

Members held a discussion on the report and **AGREED** to respond (copy to Margret Ashdon) asking for a response to the following concerns:

1. What are the implications for the building in which the Library is housed and where BTC is also located?

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2. How can they ensure any new organisation maintains a county-wide library service?
3. How can they ensure their ambitions within the Unitary business case will be replicated within any new organisation?
4. How do they maintain professionalism within any new organisation? Are there assurances that professionally trained and qualified Librarians will be employed?
5. Within the new service what scope would there be for hosting partnership events or satellite office for our Responsible Authorities e.g. Thames Valley Police and Bucks Fire & Rescue?
6. What assurances can be given that the current staff will be treated fairly and in accordance with EU regulations?
7. Will online and mobile library services be maintained?
8. Can they guarantee the library service in Buckingham will continue?
9. Will the timescales in the documents be affected by purdah.
10. What arrangements are there for consulting with Parish and Town Councils before any arrangements are made?

Members **AGREED** to ask for a response to the above questions by March 2017.

**ACTION TOWN CLERK**

#### 683/16      **Renewal of web hosting fees for Buckinghamuk.info**

To receive and agree renewal fees. *[Members to note expiry date is 15<sup>th</sup> January 2017]*

Cllr Smith proposed the renewal fee was paid from the Destination Buckingham budget. Members **AGREED** to renew the Buckinghamuk.info web hosting for a four year period and allocated funds from the Destination Buckingham budget.

**ACTION TOWN CLERK**

#### 684/16      **Going Paperless**

To receive a written report from the Deputy Town Clerk

Members discussed the Officer recommendations and noted there were two Wi-Fi signals available in the Council Chamber.

Cllr Stuchbury expressed concern that Member's scrutiny of reports may drop if they are solely reliant on reading electronic documents. In his experience, Cllr Stuchbury found that having both formats was the best option. Cllr Try summarised that Buckingham Town Council needed a strong Wi-Fi signal, electronic screens and projectors before Members could adopt an entirely paperless system.

Proposed by Cllr Harvey, seconded by Cllr Smith and **RECOMMENDED** to Full Council that the Council moves towards a paperless system of agendas and minutes. Any Member that wishes to continue receiving paper copies of minutes and agendas must inform the office.

**ACTION COMMITTEE CLERK**

Cllr. Harvey confirmed it was not compulsory for Members to adopt the paperless method of receiving document,

Proposed by Cllr. Harvey, seconded by Cllr. Smith and **AGREED** that Cllrs. O'Donoghue, Mordue and Strain-Clark would be Member Champions for trialling the

paperless system, agreeing to only receive minutes and agenda in electronic format and feeding back to Resources Committee and Full Council on their experience.

**ACTION DEPUTY TOWN CLERK**

Members discussed and **AGREED** for the Deputy Town Clerk to investigate the installation of electronic screens in the Council Chamber.

**ACTION DEPUTY TOWN CLERK**

**685/16 Buckingham Town Car Parks**

To receive a written report from the Town Clerk.

Members thanked the Town Clerk for producing the report.

Proposed by Cllr. Smith, seconded by Cllr. Bloomfield and **AGREED** to monitor the issue and revisit at a later date.

**ACTION TOWN CLERK**

**686/16 Internal Audit**

To receive a written report from the Town Clerk and to agree the Internal Auditor for 2017

Members **AGREED** the report recommendation to employ company A.

**ACTION TOWN CLERK**

**687/16 Strategic Planning**

Noted

**688/16 Chairman's Announcements**

None

**689/16 Date of next meeting:**

27<sup>th</sup> February 2017

Meeting closed at: 21.33

Signed.....

Date.....