

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on **Tuesday 18<sup>th</sup> April 2017** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

**Present:** Cllr. Mrs. J. Bates  
 Cllr. T. Bloomfield  
 Cllr. Mrs. G. Collins  
 Cllr. J. Harvey                      Chair  
 Cllr. P. Hirons  
 Cllr. D. Isham  
 Cllr. A. Mahi                      Town Mayor  
 Cllr. H. Mordue  
 Cllr. Ms. R. Newell  
 Cllr. L. O'Donoghue  
 Cllr. M. Smith  
 Cllr. Mrs. Strain-Clark  
 Cllr. R. Stuchbury

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

**955/16              Apologies for Absence**

Resolved to note that apologies were received and accepted from Cllr. Mills (AVDC) and Cllrs. Try and P. Collins.

**956/16              Declarations of Interest**

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4. Cllr. Newell declared an interest in agenda item 9 (Special Motion – Sports Award) as a Friend of the Royal Latin School. No further declarations were made at this point.

**957/16              Minutes of last meeting**

To receive the minutes of the Resources Committee meeting held on Monday 27<sup>th</sup> February 2017 ratified at the Full Council meeting held on Monday 13<sup>th</sup> March 2017. 821/16 Prioritisation – Cllr. Smith reported an inaccuracy in the voting results.

**958/16              Minutes of CSG Committee**

To receive the minutes of the CSG Committee meeting held on Wednesday 5<sup>th</sup> April 2017.

Cllr. Harvey explained that the minutes had not yet been circulated. Members **AGREED** to remit to the next Resources' Committee.

**959/16              Action Report**

874/14 (Red Cross Centre) – Cllr. G. Collins informed Members that the Church had received a letter granting a further 5 year lease on the Red Cross Centre. The Town Clerk said the original lease was agreed by BCC for a 2 year period, expiring in June 2017, with a 6 month break clause. The Right to Bid was only applicable should the county Council wish to sell the building for non-community use. Cllr.

Stuchbury suggested asking Cllr. Chilvers (BCC) to confirm if the Red Cross Centre was meeting the original expectations for the Centre's use.

*Cllrs. Hiron and Newell declared an interest at this point as members of the United Churches of Buckingham.*

Cllr. Strain-Clark noted that the disabled toilets in the Centre were not accessible to wheelchair users.

Members discussed and **AGREED** for the Town Clerk to seek feedback on whether the criteria for the Centre's use had been fulfilled and what measures were in place to resolve the disabled toilet's access issues. **ACTION TOWN CLERK**

723/16 (Paperless Agenda) – Cllr. Smith explained that a meeting had been scheduled for the 24<sup>th</sup> April 2017, though Cllrs. O'Donoghue and Mordue were unable to make that date. Cllr. suggested that the Paperless Champions seek another, mutually agreeable date.

## **960/16 Accounts and Budgets**

Members were asked to receive and consider Income and Expenditure reports.

Councillor Allowances (4045) – Cllr. Hiron queried the Year to Date figure of £13,133. Town Clerk to investigate and feedback. **ACTION TOWN CLERK**

Lace Hill Electricity (4951) – The Town Clerk explained that the system had been updated and the 2015/16 figures would serve as a benchmark for future budgets. Cllr. Newell reminded Members that Environment Committee had an overview of the Lace Hill Sports and Community Centre budget and were satisfied with the management of the building and finances, noting that £33,665 income had been achieved in the last financial year.

Cemetery (1041) – Cllr. Hiron complimented the Town Clerk on achieving a break even position with the Cemeteries' budget.

Festival of Health – Cllr. Harvey said that £2,000 funding had been received from NHS England and Cllr. Smith confirmed that Destination Buckingham Group was holding funds aside for publicising the event. Cllr. Bates said that a Project Coordinator Job Description had been drafted and was with the Town Clerk for review.

Earmarked Reserves (901) – Cllr. Smith queried the apparent reduction in the number of items under earmarked reserves. The Town Clerk to investigate.

**ACTION TOWN CLERK**

## **961/16 Invoices passed for payment, and income received**

Members were asked to receive a schedule of invoices paid.

Cllr. Smith reported difficulties scrutinising the budget papers in an electronic format. Cllr. O'Donoghue suggesting the Paperless Champions could have a hard copy of budget papers placed in their folders on the night of Committee meetings.

## **962/16 Friends of Buckingham Award**

To discuss and agree whether to appoint any Friends of Buckingham (to be awarded a silver salver at the Mayor's Reception in May)

Cllr. Newell proposed Mrs Lesley Try for Friend of Buckingham. Cllr. Newell said that Lesley Try had done so much for Girl Guides in the Town for many years as a Guide Leader, also supported Guides on international trips, and Lesley had also been a District Commissioner for many years. In addition Lesley and the Guides

have worked with the Town Council over many years providing barbecues at our firework displays and other events.

Cllr. Smith said that any nomination would require ratification at the next meeting of Full Council. Cllr. Newell explained that it was complicated as the next meeting of Full Council was the Annual Statutory Meeting (Friday 5<sup>th</sup> May 2017) which would take place prior to the Mayor Making Ceremony at which the awards would be presented.

Proposed by Cllr. Harvey, seconded by Cllr. O'Donoghue and **AGREED**, in principle, with Cllr. Newell's proposal subject to ratification at the Annual Statutory Meeting on the 5<sup>th</sup> May 2017. **ACTION TOWN CLERK**

Proposed by Cllr. Stuchbury, seconded by Cllr. Harvey and **AGREED** that the Town Clerk instigate a schedule of reminders so that Members are given adequate time to explore and prepare nominations for the Friends of Buckingham and Sports & Drama Awards. **ACTION TOWN CLERK**

Cllr. Smith proposed the following amendment to Cllr. Harvey's motion 'an Extraordinary Full Council meeting is convened before the Annual Statutory Meeting and a further call for nominees be made' seconded by Cllr. G. Collins.

The Town Clerk confirmed that the timeframes for Cllr. Newell's nomination did not contravene Standing Orders and reminded Members that both awards had been discussed at previous Committee meetings. Cllr. Newell spoke against the amendment to Cllr. Harvey's proposal in light of the Town Clerk's advice.

A vote was called and the results were:

Vote for proposal as amended by Cllr Smith:

In Favour: 4

Against: 8

Amended Motion Fell

Vote for substantive motion by Cllr. Harvey

In Favour: 11

Abstention: 1

Motion passed

### **963/16 Special Motion – Cllr. Newell (Sports Award: Motion to Council)**

To propose that Buckingham Town Council agree to make an award in 2017 (to be awarded a silver salver at the Mayor's Reception in May). Discussion of proposal had been supported by Cllrs. Hirons, Newell, Stuchbury, Mahi, Bates and Isham.

Cllr. Newell proposed an Award for Excellence in Sport and the Arts to the Royal Latin School for the following reasons:

- The U18 Rugby Team got to the final of the NatWest Vase held at Twickenham
- The first XI Football team got to the final of the U18 the County Cup competition, for the second year running, and won it last year.
- Lauren Kay in Year 13 is a GB rower representing the Country in the European championship last summer in the fours and eights and gained gold, silver and bronze medals.
- Johnnie Torjussen has won the U19 English Junior National Badminton Championships (his 5th consecutive title). He also won his second doubles national title.
- U15 Girls Rugby Team had won the Sibford Sevens Competition
- U16 and U13 Netball teams won their respective District Leagues

Cllr. Stuchbury said he agreed with Cllr. Newell's nomination but was disappointed that Members had not investigated whether other local schools had achieved any sporting accolades worthy of recognition by the Town Council. Cllr. Stuchbury reminded Members of his original nomination of Buckingham Town Cricket Club in recognition of their work with local youth groups, schools and the wider community. Cllr. Smith confirmed that Cllr. Newell was proposing an award to the Royal Latin School's Sports Department and not to singular individuals.

A vote was called and the result was:

In favour: Unanimous

**ACTION TOWN CLERK**

**964/16 Motion – Cllr. J. Harvey**

Parking is an issue of great concern to the people of Buckingham. We ask the Town Clerk to explore the viability of the Town Council being delegated both County & District Councils' responsibilities for (and fines income from) enforcing parking regulations on & off street within our parish - and possibly beyond to nearby parishes.

Cllr. Harvey spoke to his motion above, speaking of resident's concern over ongoing parking issues across the town. Cllr. G. Collins stated that parking enforcement should remain the responsibility of Buckingham County Council and employing parking attendants would be too costly and onerous for the office to manage. Cllr. G. Collins suggested raising concerns with County and asking for feedback to address specific issues, such as the dangerous parking of cars outside of Domino's Pizza. Cllr. Strain-Clark said that District and County would have already employed additional wardens and more frequent patrols if they felt it was cost effective and result in a significant increase in income.

Members discussed the Motion and the following amendment was proposed by Cllr. Smith and seconded by Cllr. Hirons and accepted by Cllr Harvey: 'parking is of great concern to the residents of Buckingham. Members ask the Town Clerk to explore performance, operation of and fines income from enforcement responsibilities of parking regulations on & off street within our parish'

A vote was called and the results were:

In favour: 11  
 Against: 1  
 Redrafted Motion Carried

**965/16 Motion – Cllr. M. Smith**

That a further “Earmarked Reserves” (Budget Heading 901) account be created headed “BAG Funds”, to administer existing and future funding in respect of the multi-agency Buckingham Activities Group  
 Cllr. Smith spoke to Members on his motion above.

A vote was called and the result was:  
 In favour: unanimous  
 Motion carried

**966/16 Internal Auditor**

To receive and agree an interim report from the Internal Auditor  
 Members discussed the purpose of the Internal Audit report and agreed that it was not a tool to criticize staff for mistakes but to highlight any errors and suggest improvements. Cllr. Newell said that there were a number of actions that could be adopted immediately, such as the Town Clerk signing off the journals and someone else (Chair of Resources) checking the trial balance.

Proposed by Cllr. Smith, seconded by Cllr. Newell and **AGREED** unanimously to note the report and put in place the recommendations. **ACTION TOWN CLERK**

The Town Clerk explained that the Internal Auditor was happy to attend any future Committee meetings. Members expressed their thanks and gratitude to the Internal Auditor for his clarity of work and helpful recommendations.

**967/16 2018 Meeting Calendar**

To receive and agree the draft calendar  
 Cllr. Smith noted the wrong year at the top of the page.  
 The Town Clerk said that the ASM for 2018 may change from the 8<sup>th</sup> May 2018.  
 Cllr. Bates noted that the Food Fair and Spring Fair are not included and the Town Clerk explained that many events have not been agreed for 2018 and would be added over time.  
 Members **AGREED** the 2018 Committee meetings.

**968/16 Buckingham Town Council’s Annual Report 2016/17**

To receive and agree the Annual Report for 2016/17  
 Members discussed and agreed that the report needed reviewing and suggested Cllr. Gateley for proofreading the document. **ACTION TOWN CLERK**  
 Cllr. Bloomfield noted the date of Bonfire Event was wrong.  
 Cllr. Strain-Clark noted a typo in the Mayor Report and said she would have liked to have seen more information of the Council’s work with Disabled Go. Cllr. Mahi agreed to rewrite his Mayor’s Statement to include the Council’s commitment to ensuring disabled access and Equal Opportunities are considered across the town centre. **ACTION CLLR MAHI**

**969/16 HS2 Community Environment Fund**

To discuss possible projects and agree whether to apply for funding  
Members discussed and agreed that any potential application would require a well-considered and professionally written report.

Cllr. Harvey proposed the idea of a footpath bridge from Lace Hill, over the bypass and into Badgers Estate.

The Town Clerk proposed the idea of a Sustainable Transport route from Buckingham to Brackley along the old railway track.

Members discussed and **AGREED** for all Committees to formulate innovative project suggestions that would be of benefit to the town. Suggestions are to be feedback to the next Resources Committee meeting (12<sup>th</sup> June 2017).

**ACTION ALL COUNCILLORS**

Cllr. Smith noted that Paperless champions had not received the paperwork for this agenda item and could a copy be circulated.

**ACTION COMMITTEE CLERK**

**970/16 Chairman’s Announcements**

There were none.

**971/16 Date of next meeting:** Monday 12<sup>th</sup> June 2017

Meeting closed at: 20.37

Signed.....

Date.....