



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. C. P. Wayman



09 April 2013

Councillor,

You are summoned to a meeting of the **Finance, Administration and Personnel Committee** of Buckingham Town Council to be held on **Monday 15th April 2013** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr. C. P. Wayman
Town Clerk

Please note that the Finance and Administration and Personnel Committee will be preceded by a Public Session in accordance with Standing Order 1.4, which will last for a maximum of 15 minutes.

AGENDA

1. Apologies for Absence

Members are asked to receive apologies from Members.

2. 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.

3. Minutes of last meeting

To receive the minutes of the Finance, Administration & Personnel Committee meeting held on Monday 25th February 2013 ratified at the Full Council meeting held on 11th March 2013.

4. Action Report

Appendix A

5. Accounts and Budgets

Appendix B

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

6. Communications Strategy Group

To receive for information the minutes of the meeting held on 6th March 2013.

Copy previously circulated CSG/07/12

7. Policies

To receive, discuss and agree the Recruitment Policy

Appendix C

8. Recommendation from Planning Committee

(765.1) Councillors **AGREED** it had been discourteous to record the meeting without permission and that it be advised that the Town Council's record is the only official document issued and recognised.

Proposed by Cllr Mahi, seconded by Cllr Hirons, and **RECOMMENDED** to Finance, Admin and Personnel Committee that a notice be placed on the Chamber door strictly prohibiting recording of any Council meetings.



9. Chamber Hire

To receive, discuss and agree a request from the Mayor - whether the Twinning Association may use the chamber free of charge for meetings, providing a Councillor is present to unlock and lock up. **Appendix D**

10. Flood Action 4 Buckingham Group

To receive and discuss a request regarding holding funds. **Appendix E**

11. Internal Auditor

12.1 To receive and discuss a schedule of works from the Internal Auditor **Appendix F**

12. Insurance

To receive an email and discuss a change in premium to cover increased Fidelity Guarantee Insurance **Appendix G**

13. Recommendation from Town Centre and Events Committee

(832/12) Councillor O'Donoghue queried whether for future committee meetings that budgetary figures required could be up to date for each meeting, rather than issued a week prior with the agenda. Councillors **AGREED** that this was a matter for Finance, Administration and Personnel Committee to agree.

Proposed by Councillor O'Donoghue, seconded by Councillor Newell and RECOMMENDED to FA&P Committee that they decide how to present up to date budgetary information for each meeting, if possible.

14. Chairman's Announcements – for information only

15. Date of next meeting:	Annual Statutory Meeting	Tuesday 7 th May
	Full Council	Tuesday 7 th May
	FAP	Monday 10 th June

To:

Cllr. T. Bloomfield
Cllr. H. Cadd
Cllr. Mrs. G. Collins
Cllr. P. Collins
Cllr. J. Harvey
Cllr. P. Hirons
Cllr. D. Isham

Cllr. R. Lehmann
Cllr. H. Mordue
Cllr. Ms. Newell - Town Mayor
Cllr. Mrs. O'Donoghue
Cllr. M. Smith
Cllr. R. Stuchbury
Cllr. M. Try