

Clerks note: Full list of amendments available in the office.

ACTION: COMMITTEE CLERK

Proposed by Cllr Smith, seconded by Cllr Harvey and **AGREED** that future documents with amended information show changes in a highlighted form, in order to avoid reading through the whole document.

897/12 Recommendation from Planning Committee

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.

Cllr Hirons reported the recommendation had come about after a perceived unauthorised recording of a Planning meeting; Councillors discussed whether it was reasonable to record future meetings; it was understood that other Parishes were already allowing recording and transmission of meetings in full, and that it would be good practice to be transparent to the public.

An amendment proposed by Cllr Stuchbury and seconded by Cllr O'Donoghue that the notice read - Recordings of Council meetings must be not be made without prior written permission of the Town Council was carried.

898/12 Chamber Hire

Councillors **AGREED** that the Twinning Association may use the chamber free of charge for meetings, providing a Councillor is present to unlock and lock up.

899/12 Flood Action 4 Buckingham Group

Councillors **AGREED** the request.

900/12 Internal Auditor

The Town Clerk informed Councillors that the new Internal Auditor had been very thorough with a list of issues to be addressed (as in the appendices); the Town Clerk had returned an extensive spread sheet to the auditor for perusal. A copy of the full risk assessment would be compiled by the auditor; once received Members could consider whether they wish to be nominated for responsibility of each risk area; and recommend to Full Council to allow any Councillor to be nominated, rather than specifically those on F,A&P Committee.

ACTION: TOWN CLERK

901/12 Insurance

Councillors **AGREED** the recommendation to increase the level of cover to £500,000.

ACTION: TOWN CLERK

902/12 Recommendation from Town Centre and Events Committee

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.

Councillors discussed how budgetary information could be more up to date for discussion at Committee meetings. The Town Clerk informed Members that there was

always a delay; dependant on when invoices were posted, how and when purchase orders were committed to the accounts, but was also conscious there could be improvements made in reporting the accounts. The Town Clerk would investigate potential changes to the reporting available. **ACTION: TOWN CLERK**

903/12 Chairman’s Announcements – for information

The Town Clerk reported recently achieving election as representative for Buckinghamshire to the National Executive Council of the SLCC; informing members this would require attendance at four meetings per year. Councillors congratulated the Town Clerk.

904/12 Date of Next Meeting: Monday 10th June 2013
Annual Statutory Meeting Tuesday 7th May
Full Council Tuesday 7th May

Meeting closed at: 8.15pm

Signed.....

Date.....