

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on **Monday 19<sup>th</sup> September 2016** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

**Present:**

Cllr. J. Bates	
Cllr. Mrs. G. Collins	
Cllr. P. Collins	
Cllr. J. Harvey	Chairman
Cllr. D. Isham	
Cllr. H. Mordue	
Cllr. Ms. Newell	
Cllr. Mrs. O'Donoghue	
Cllr. Mrs. Strain-Clark	
Cllr. M. Try	

**Also present:**

Mr. C. Wayman	Town Clerk
Ms. C. Childs	Deputy Town Clerk
Mrs. N. Stockill	Committee Clerk

*Members welcomed Claire Childs as the new Deputy Town Clerk.*

#### **425/16 Apologies for Absence**

Members received apologies from Cllrs. Bloomfield, Hirons, Mahi and Stuchbury

#### **426/16 Declarations of Interest**

There were none.

#### **427/16 Minutes of last meeting**

To receive the minutes of the Resources Committee meeting held on Monday 1<sup>st</sup> August 2016 ratified at the Full Council meeting held on Monday 15<sup>th</sup> August 2016.

#### **428/16 Minutes of CSG Committee**

428.1 The minutes of the Communication Strategy Group meeting held on Monday 10<sup>th</sup> September 2016 were received and accepted. There were no matters arising.

428.2 The minutes of the Communication Strategy Group meeting held on Wednesday 7<sup>th</sup> September 2016 were received and agreed. Cllr. Isham said that his apologies had not been recorded for this meeting and asked if this could be rectified.

**ACTION COMMITTEE CLERK**

Proposed by Cllr. Harvey and seconded by Cllr. Smith, and **RECOMMENDED** that this Town Council does not accept commercial advertising on its website.

**AGREED**

#### **429/16 Action Report**

(868/15) Cotton End Steps – Members **AGREED** to remove this item from the Action List as it was an issue being progressed through Full Council.

(800/15) Car Parks – The Town Clerk confirmed that this issue had not progressed. Cllr. Mordue suggested revisiting the matter once the Unitary Council proposal had been progressed.

19<sup>th</sup> September 2016

15/11/2016

DRAFT SUBJECT TO CONFIRMATION

1

Initial.....

**430/16 Accounts and Budgets**

Member asked about

- The Buckingham Centre budget was already at 84.8%: The rent is billed in advance.
- Overspend on the Contingencies budget: This was due to the work on the riverbank in Chandos Park.
- Lace Hill Alarm: Town Clerk noted there had been several problems with the alarm system at Lace Hill and would investigate if any of the costs were recoverable.

*Cllr Try entered the meeting during the next item.*

**431/16 Invoices passed for payment, and income received**

Noted

**432/16 Staff Grading**

Members received and discussed a report from the Town Clerk.

Cllr. Harvey explained that Cllr. Bates (Chairman of the Personnel Sub-Committee), the Town Clerk and each member of staff had been involved in reviewing and updating job descriptions. The Sub-Committee sought three quotations from external companies to undertake the grading of the posts. Cllr. Harvey noted that the three quotations varied greatly in price and there was concern that perhaps the companies had not understood the brief.

Cllr. P. Collins said that it was difficult for the Town Clerk to be impartial when his role was one of the posts being evaluated and the Members were being asked to approve his recommendation. Cllr. Harvey said that he was in no doubt the quotations were genuine and legitimate. He referred Cllr. P. Collins to the detail of the report, highlighting the process that had been followed and the companies that had submitted a quote.

Cllr. Newell explained that because the roles were on Local Government terms and condition they would be exempt from any London Weighting pay allowance. The Town Clerk said they may have to consider a higher grading for some posts in order to compete with national job markets.

Proposed by Cllr. P. Collins to approach companies A&C to undertake the grading of the posts. No Member stood as seconder for this proposal.

Proposed by Cllr. O'Donoghue, seconded by Cllr. Bates and **AGREED** to follow the report recommendation.

The Chairman then asked for a vote on the proposal above, which were:  
8 for the proposal; 1 against; 1 abstention

**433/16 Chairman's Announcements**

**434/16 Date of next meeting**

Monday 7<sup>th</sup> November 2016

Meeting closed at: 19.24

Signed.....

Date.....

19<sup>th</sup> September 2016

15/11/2016

DRAFT SUBJECT TO CONFIRMATION

Initial.....