

131/18 Election of Vice Chair/man

To elect a Vice Chair/man of the Committee for 2018-2019

Proposed by Cllr. G. Collins and seconded by Cllr. Mahi that Councillor O'Donoghue be Vice-Chair of the Resources Committee for the 2018/19 municipal year.

Proposed by Cllr. Harvey and seconded by Cllr. Smith that Councillor Newell be Vice-Chair of the Resources Committee for the 2018/19 municipal year.

Votes were taken and the results were:

Votes In favour of Cllr. O'Donoghue as Vice-Chair of Resources Committee: Cllr Strain-Clark, Cllr P Collins, Cllr Hirons, Cllr Try, Cllr O'Donoghue, Cllr Mahi, Cllr Bloomfield, Cllr G Collins, Cllr Stuchbury (9 votes)

Votes in favour of Cllr. Newell as Vice-Chair of Resources Committee: Cllr Newell, Cllr Smith, Cllr Bates, Cllr Harvey, Cllr Isham (5 votes)

There being no further nominations Cllr. O'Donoghue was confirmed as Vice-Chair of the Resources Committee for the municipal year 2018/19.

132/18 Apologies for Absence

Members are asked to receive apologies from Members.

133/18 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. Harvey declared an interest in agenda item 10 (Mayor's Allowance).

134/18 Minutes of last meeting

To receive the minutes of the Resources Committee meeting held on Monday 16th April 2018 ratified at the Full Council meeting held on Tuesday 8th May 2018.

AGREED

135/18 Minutes of CSG Committee

To receive the minutes of the CSG Committee meeting held on 4th April 2018.

AGREED

136/18 Interim Town Clerk

To agreed to appoint an Interim Town Clerk and decide scheduling and a process for doing so.

Cllr. Harvey stressed the importance of appointing an Interim Town Clerk as both the Deputy Town Clerk and Town Clerk would be leaving within the next 6 weeks and the Council could not legally operate without a Responsible Finance Officer in post. The Deputy Town Clerk reported that the Local Government Resources Centre had quoted a daily fee of £350-380 for an Interim Town Clerk.

Members **AGREED** to appoint an Interim Town Clerk and for the Chair of Resources to discuss the particulars of the appointment with the shortlisting panel on Tuesday 12th June.

137/18 Action Report

Noted.

138/18 Contactless Charity Collections

Cllr. P. Collins stated that the Mayor's Charity was not a function of the Town Council and spoke against the Council becoming involved in the mechanisms of Contactless Charity collections. Cllrs. Stuchbury and Bloomfield spoke in favour of collecting cash for the Mayor's Charity in the traditional manner using collection tins. Proposed by Cllr O'Donoghue, seconded by Cllr. P. Collins and **AGREED** to carry on collecting cash in the traditional way and to also purchase new collection tins with Town Council branding and install two static collection tins at the Tourist Information Centre (Old Goal) and Lace Hill Sports and Community Centre.

Cllr. Smith said he would personally fund the purchase of two new collection tins and suggested that the item to be reviewed by the Resources Committee in six months time.

ACTION COMMITTEE CLERK

139/18 Mayor's Allowance

Cllr. Harvey asked The Chair if he should leave the Chamber. Cllr. Smith asked The Mayor to remain for the agenda item but not contribute to the discussion.

Members discussed and **AGREED** that future Mayor's receive a taxable proportion of the allowance via the payroll system (currently this is £1800.00) and keep a non-taxable proportion specifically for civic events (currently this is £1200.00).

ACTION FINANCE OFFICER

140/18 Quality Gold Award

Members **AGREED** that draft minutes be clearly identified as such when published on the Town Council's website, such endorsement being removed once they have been ratified by Full Council.

141/18 Registration of the Mayor's Charity Fund with The Charities Commission

Cllr P. Collins spoke against the report recommendation and Cllr. Harvey called for a recorded vote.

Cllr. Mahi said there was no need to register the Mayor's Charity as the beneficiaries were already registered with the Charities Commission.

Cllr. Harvey spoke in favour of remitting the report back to the Finance Officer asking for benchmarking against the practice of other Town Councils.

Proposed by Cllr. Smith and seconded by Cllr. P. Collins that the status of The Mayor's Charity to remain unchanged.

A vote was taken and the results were:

In favour: Cllr. J. Bates, Cllr Bloomfield, Cllr. Mrs. G. Collins, Cllr. P. Collins, Cllr. P. Hirons, Cllr. D. Isham, Cllr. A. Mahi, Cllr. H. Mordue, Cllr. Mrs. O'Donoghue, Cllr. Mrs. Strain-Clark, Cllr Smith, Cllr. R. Stuchbury, Cllr. M. Try (15)

Abstentions: Cllr. Harvey and Cllr. Newell (2)

Motion carried

Cllrs. Harvey and Newell stated they were in favour of the Officer's recommendation [Clerk's note: For the benefit of the minutes the report recommendation reads: *It is recommended that Buckingham Town Council register the Mayor's Charity Fund with the Charities Commission. Accounts do not need to be produced and submitted for charities with an income of less than £10,000.00 per annum. This will be beneficial if we wish to set up a donation page on the BTC website.*]

142/18 Small Lotteries Licence

To receive a written report from The Finance Officer
It was **AGREED** that the Council obtain a Small Lotteries Licence.

143/18 Financial Control and Procurement

To review and amend section 18.d of The Council's Standing Orders [referred from Full Council 8th May 2018 minute 22/18]

Proposed by Cllr. P. Collins and seconded by Cllr O'Donoghue to insert:
"18.d. vii The tendering firms name and bid amount is to be disclosed to the Councillors in confidential session"

Cllrs. Newell and Harvey spoke against Cllr. P. Collins's proposal, favouring anonymity during tender evaluations.

A vote was taken and the results were:

In favour: 15

Abstentions: 2

Motion carried

ACTION TOWN CLERK

144/18 Accounts and Budgets

Members were asked to receive and consider the Income and Expenditure reports. Cemetery 2401 – Cllr. Hirons questioned the apparent lack of expenditure and the Deputy Town Clerk explained that grave digging was currently being done in-house, therefore, staffing expenditure was reflected elsewhere in the budget. The Deputy Town Clerk **AGREED** to amend the budgets so as to reflect staffing costs against Cemetery expenditure.

TOWN CLERK

ACTION DEPUTY

145/18 Invoices passed for payment, and income received

Members were asked to receive the schedule of invoices paid
Noted

146/18 Motion: Cllr. Harvey

For the Council and its officers, it is vital that all skills are refreshed on a regular basis. Whilst the Council Officers have had relevant training & development in recent times, very few councillors have, and some none at all over many years. As we move into a period of significant change with unitarisation looming and a new Town Clerk (among other matters), we resolve to ask every committee to consider what collective training & development its committee members need and report back to Full Council over the coming weeks.

Cllr Harvey spoke to the above motion and stressed the importance of continuous training and development for Town Councillors.

Members **RECOMMEND** Cllr. Harvey’s motion for agreement by Full Council and further **RECOMMEND** that Councillors consider attending any appropriate and available courses.

147/18 Mayor’s Admin Support

Cllr. Harvey explained he had always managed his own diary but (following guidance) had always copied The Administration Officer into all of his invitations to events. Cllr. Harvey said he was mindful of not creating additional work for the Office but felt there should be formal recognition for the hours of work the Office currently undertake for the Mayor. Cllr. Stuchbury said that a job description should be drawn up and considered at Precept. Cllr. O’Donoghue reminded Members that the office was already working to capacity and would soon be losing staff members to maternity leave and new roles in other organisations.

Members discussed and **AGREED** retain the current arrangements with Mayors coordinating their own diaries.

148/18 Chairman’s Announcements

Paperless Agenda – Cllr. Smith asked for a review of the Paperless Agenda project at the next Resources Committee. **ACTION COMMITTEE CLERK**

149/18 Date of next meeting

Monday 30th July 2018

Meeting closed at: 20.18

Signed.....

Date.....