

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on Monday 11th March **2019** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

Present:

Cllr. Bloomfield	
Cllr. Mrs. G. Collins	
Cllr. P. Collins	
Cllr. P. Hirons	
Cllr. D. Isham	
Cllr. A. Mahi	
Cllr. Ms. Newell	
Cllr. Mrs. O'Donoghue	Vice-Chair
Cllr. Smith	Chair
Cllr. R. Stuchbury	
Cllr. M. Try	

Also present: Mr. P. Hodson Town Clerk
 Ms. C. Molyneux Deputy Town Clerk
 Mrs. N. Stockill Committee Clerk

791/18 Apologies for Absence

Members received and accepted apologies from Cllr. Harvey, Cllr. Strain-Clark, District Councillor T. Mills and County Councillors Whyte and Clare.

792/18 Declarations of Interest

There were no declarations of interest.

793/18 Minutes of last meeting

Members received and confirmed the minutes of the Resources Committee meeting held on Monday 7th January 2019.

794/18 Minutes of The Economic Development Group

Members received and noted the minutes of the Economic Development Working Group meetings held on:

- Thursday 6th December 2019
- Thursday 24th January 2019

795/18 Minutes of CSG Committee

795.1/18 Members received and noted the minutes of the CSG Committee meeting held on Thursday 17th January 2019.

795.2/18 Members received the minutes and confirmed the recommendations of the CSG Committee meeting held on Thursday 28th February 2019

To refer the Web Content Accessibility guidelines to the next meeting of Resources Committee for RECOMMENDATION to Full Council **CSG/78/18**

To refer the Council's Media Policy report to the next meeting of Resources Committee for RECOMMENDATION to Full Council **CSG/80/18**

796/18 Action Report

368/18 (New Cemetery) The Town Clerk explained he was waiting for further communication from AVDC and agreed to report back to the next meeting of the Resources Committee.

ACTION COMMITTEE CLERK/TOWN CLERK

480/18 (Community Hospital) Members **AGREED** for the Town Clerk to report back at the next meeting of the Resources Committee.

ACTION COMMITTEE CLERK/TOWN CLERK

613/18 (Grenville garages) The Town Clerk reported that the garages were used for storage of barriers and signage at the cost of £600 a year.

797/18 Accounts and Budgets

Members received the Council's Income and Expenditure reports and briefly discussed some of the apparent overspends.

Stationery (4010) Members discussed the stationery budget overspend resulting from under budgeting. Cllr. O'Donoghue questioned why the paperless agenda had not resulted in savings on the stationery budget. The Town Clerk replied that savings from the paperless project relate to the photocopier budget and savings in staff time. Members asked for an update at the next meeting of the Resources Committee.

ACTION COMMITTEE CLERK/TOWN CLERK

Interest Received (1190) Cllr. Hirons queried the variance from last year's income figures. The Town Clerk explained that in 2018/19 the Council had not invested any funds into a high interest savings account. This would not be the case for 2019/20 and the Town Clerk was already investigating additional options for investment.

798/18 Invoices passed for payment, and income received

Members received and noted the Council's schedule of invoices paid.

799/18 Mayors Charity Contactless Collection (138/18)

Members received and **AGREED** the report recommendation not to proceed with contactless charity collections.

800/18 Feedback and FOIs

Members received a written report from the Town Clerk and discussed the historical complaints referenced within. Members **AGREED** to insert 'women' into the outcome/follow up section (from 14/01/19) to read: *"To present paper to Councillors in the Summer looking at new ways to attract women, younger people and minorities to stand as councillors."*

With amendments the contents of the Town Clerk's report were **AGREED**.

Members **AGREED** to receive a similar report on complaints, compliments and FOI requests to the Resources Committee at regular intervals, noting that Green Spaces complaints were recorded separately and reported to the Environment Committee.

ACTION COMMITTEE CLERK

801/18 Charter Fair Contract (TC&E 719/18)

Members received and reviewed the new charter fair contract. Cllr. P. Collins suggested the following amendments:

Item 8 – typographical error. To replace 'or' with 'for'

Item 10 – typographical error. To replace 'wo' with 'two'

Signature line – typographical error. To replace ‘ME. WILLIAM NICHOLS’ with ‘MR. WILLIAM NICHOLS’

Item 12. Should read ‘venue’ and not ‘route’

Item 11. To remove Buckingham Town Council as a party who are liable to ensure a minimum of 3 metres unrestricted clearance along blue routes through the fair.

With the above amendments the contract was unanimously **AGREED**.

ACTION TOWN CLERK

802/18 Chairman’s Announcements

There were no announcements

803/18 Date of next meeting

29th April 2019

COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

804/18 Payroll; new contract

Members received a written report from the Town Clerk and unanimously **AGREED** to allow the Town Clerk to enter into contract with either Company 1 or Company 2 to provide payroll services from April 2019.

ACTION TOWN CLERK

805/18 The Office Multifunction Printer; new contract

Members received a written report from the Deputy Town Clerk and unanimously **AGREED** to rent the Sharp MX3060 copier on a five-year lease from Company 1.

ACTION DEPUTY TOWN CLERK

806/18 Mobile Phones; new contract

Members received a written report from the Deputy Town Clerk and unanimously **AGREED** to accept the 24-month contract from Company A, to supply 6 x Xcover4 and 6 x Samsung S9 with 150GB of pooled data at a cost of £376 a month. The Deputy Town Clerk reassured Members that the old handsets would be sold for the best value possible.

ACTION DEPUTY TOWN CLERK

Meeting closed at: 19.30pm

Signed.....

Date.....