



Cost Centre 501 – the Town Clerk would check and amend as there appeared to be anomalies in the figures.

4203 Community Fair – the Town Clerk to check the figures.

### 254.3 Information of the Town Clerk's Hours

Members noted the Town Clerks TOIL which was still very high; the Town Clerk stated that once the office was covered she would be taking time off in February and March to clear the outstanding hours.

## **255/2007 DISCUSS AND AGREE THE GRANT APPLICATIONS AS CIRCULATED**

Members discussed and agreed the following **RECOMMENDATION** to the Council for grants to be awarded in the financial year 2006/2007. Members noted that Cllr. Cadd had not been circulated with the requests prior to the meeting.

ATC Squadron	£250
AV Dial A Ride	£500
Bourton Rd Allotments	£250
Buck. & District Community Care Forum	£250
Buck. & District Horticultural Society	£250
Buckingham Scouts	£500
Buckingham Age Concern	£250
Buckingham Baby Café	£300
Buckingham Canal Society	£100
Buckingham Centre for Arts (Film Place)	£1200
Buckingham Society	£100
Buckingham Summer Festival	£750
Buckingham Tea Dance	£150
West End Bowls Club	£150
CAB	£1100

*Cllr. Collins, Cllr. Lehmann and Cllr. Cadd declared a personal interest in the above grant*

Fremantle Trust	£500
North Bucks. Care for Carers	£200
St. Peter & St. Paul's Church	£200
Project Street Life	£1000
T V Air Ambulance	£500
The Old Gaolers	£250
Buckingham Fair Trade	£100
Buckingham Preschool Playgroup	£100
Friends of MM Avenue and HS	£300
Vitalise	£200
Buckingham General Charities	£500

*Cllr. Collins declared an interest as the Town Council representative, Cllr. Cadd declared an interest as AVDC representative, in the above grant.*

Buckingham Athletic Football Club	£300
Well Street Church	£200

**256/2007 PROPOSED BUDGET FOR 2007/2008 AND MAKE RECOMMENDATION TO THE COUNCIL**

Members discussed in detail the summary and proposed budget for 2007/2008 which had been circulated with the agenda. Concern was expressed at the figure put in for the professional and legal costs of the new extension and the effect this has on the precept total. It was noted that no figure had been put in the budget for income from Cemetery Lodge.

It was agreed that the Town Clerk would establish in time for the precept meeting 1) the cost of renting a room on a permanent basis on a Monday night for Council meetings; 2) what the anticipated income would be for the letting of Cemetery Lodge through a local agent; 3) the cost of renting the old AVDC offices for the two years remaining on their lease.

The amount recorded under Major Projects for the Extension would be renamed Major Building works. It was agreed to amend this amount to £20,000 plus any anticipated cash at bank over the £150,000 in the summary.

It was agreed to amalgamate Church Hill Wall and Flood Relief reserves into General reserves.

**257/2007 THE FORMAT FOR THE PRECEPT MEETING ON 29TH JANUARY 2007**

It was agreed that the format for the precept meeting was the responsibility of the Chairman but it was proposed that Members would discuss the summary and agree the area in which the precept increase should fall and then discuss in detail each committee's requirement.

**258/2007 TO CONFIRM THE "DESTRUCTION POLICY"**

Members agreed to the Management of Documents Policy which had been circulated with the agenda subject to the following changes: bank statements, bank paying in books and cheque books are to be retained for 6 years and not the legal requirement of 1 year, and Community magazines and newsletters to be retained for a minimum of 2 years and as long as they are useful.

**259/2007 CLARIFY THE POSITION OF THE COUNCIL IN PAYING THE CLERK'S SLCC FEES AND TO DISCUSS AND MAKE A DECISION WHETHER TO COVER THE DEPUTY CLERK'S SLCC FEES**

The Chairman explained that having read an article in Bucks. Association of Local Councils (BALC) magazine 'Matters Arising' he had queried the paying of the Clerk's fees to the Society of Local Council Clerks (SLCC). The Town Clerk had provided him with a booklet which sets out the legal position produced by the SLCC with guidance from other relevant bodies. Members discussed the information and were concerned to hear that the Clerk did not receive support or information from BALC; the Chairman would follow this up. The Clerk stated that without the information and support supplied by the SLCC she would have difficulty in undertaking the job.

Proposed by Cllr. Isham, seconded by Cllr. Collins, and **AGREED** that the Council should pay the SLCC fees for the Town Clerk and Deputy Town Clerk.

**260/2007 CHAIRMAN'S ITEMS FOR INFORMATION**

There were no Chairman's Items for information

*The following items were heard under section 1(2) of the Public Bodies (Admission of Meetings) Act 1960 which excludes Members of the Public due to the confidential and financial nature of the business discussed*

**261/2007 REPORT FROM THE CHAIRMAN ON THE ASSESSMENT OF THE DEPUTY TOWN CLERK, TO DISCUSS THE REPORT AND CONFIRM THE ACTION TAKEN OR TO BE TAKEN.**

Meeting closed at 9.10pm

CHAIRMAN ..... Date .....