



# BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. C. P. Wayman



23 July 2013

Councillor,

You are summoned to a meeting of the **Finance, Administration and Personnel Committee** of Buckingham Town Council to be held on **Monday 29th July 2013** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr. C. P. Wayman  
Town Clerk

Please note that the Finance and Administration and Personnel Committee will be preceded by a Public Session in accordance with Standing Order 1.4, which will last for a maximum of 15 minutes.

## AGENDA

### 1. Apologies for Absence

Members are asked to receive apologies from Members.

### 2. 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.

### 3. Minutes of last meeting

To receive the minutes of the Finance, Administration & Personnel Committee meeting held on Monday 10<sup>th</sup> June 2013 ratified at the Full Council meeting held on 24 June 2013.

### 4. Communications Strategy Meeting

To receive for information the minutes of the meeting held on 17<sup>th</sup> July 2013. **Previously circulated.**

**CSG/02/13**

### 5. Motion – Cllr Harvey

In pursuit of even greater transparency & better risk management, we call upon the Internal Auditor (with a suitable budget to be agreed with the Clerk) to conduct an urgent review of the significant risks that the Town Council might be exposed to through its service contracts, property ownership and other arrangements/contracts, and advise mitigating action where judged to be proportionate.

### 6. Motion - Cllr Stuchbury

(With reference to Full Council Minute 173/13)

In light of the statement by the Buckingham Community Centre Management Committee on the difficulty of recruiting a full complement of Trustees and the eventual possibility of asking the Town Council to run the Community Centre in 18 months' time:

I propose that this Council

1. Be provided with details of the costs of running the Centre;
2. See the Centre accounts;
3. Discuss plans for running the Centre in the eventuality of there being no Management Committee;



4. Instigate open debate amongst Councillors without a declarable interest in the Community Centre;
  5. Look into the legal ramifications of there being no Management Committee;
- In order that this Council can forward plan its budgets in a prudent manner. I also advocate that Council officers meet the Management Committee only after the Council has discussed the matter.

**7. Action Report**

To receive and discuss the report

**Appendix A**

**8. Accounts and Budgets**

Members are asked to receive and consider the attached Income and Expenditure reports.

**Appendix B**

**9. Air Conditioning in the Chamber**

To receive and discuss a request.

**Appendix C**

**10. Internal Audit Report**

To receive for information the final report for 2012-13

**Appendix D**

**11. Chairman's Announcements**

**12. Date of next meeting: 16 September 2013, 7pm**

**To:**

Cllr. T. Bloomfield

Cllr. H. Cadd

Cllr. Mrs. G. Collins - Chair

Cllr. P. Collins

Cllr. J. Harvey

Cllr. P. Hirons

Cllr. D. Isham

Cllr. R. Lehmann

Cllr. H. Mordue

Cllr. Ms. Newell - Town Mayor

Cllr. Mrs. O'Donoghue - Vice Chair

Cllr. M. Smith

Cllr. R. Stuchbury

Cllr. M. Try