

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on **Monday 10<sup>th</sup> November 2014** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

**Present:** Cllr. T. Bloomfield Vice Chairman  
 Cllr. H. Cadd  
 Cllr. G. Collins Chairman  
 Cllr. P. Collins  
 Cllr. J. Harvey  
 Cllr. P. Hirons  
 Cllr. A. Mahi  
 Cllr. M. Smith  
 Cllr. R. Stuchbury  
 Cllr. M. Try

**Also present:** Mr. C. Wayman Town Clerk  
 Mr. C. Robson Deputy Town Clerk

**504/14 Apologies for Absence**

**RESOLVED** to receive apologies from Cllr O'Donoghue and Cllr Isham, Cllr Newell, Cllr Mordue.

**505/14 Declarations of Interest**

There were no declarations of interest.

**506/14 Minutes**

**RESOLVED** to receive the minutes of the Resources Committee meeting held on Monday 22<sup>nd</sup> September 2014, ratified by Full Council on Monday 6<sup>th</sup> October 2014.

**R/03/14**

Agreed.

**507/14 Minutes of Communications Strategy Group**

Councillors were asked to receive the minutes of the Communication Strategy Group Committee meetings held on Wednesday 10<sup>th</sup> September and 15<sup>th</sup> October 2014.

**CSG/03/14 & CSG/04/14**

Cllr. Smith noted that he had not received the minutes and questioned whether they had actually been circulated. The Town Clerk advised he would check and arrange to have the minutes sent out.

**ACTION: TOWN CLERK**

**508/14 Action Report**

142/13 Cllr. P. Collins stated that it had been established repair works to the Chamber entrance were the responsibility of the Town Council and as such repairs should be moved forward. The Town Clerk confirmed the Green Spaces Manager was in the process of drawing up schematics so the work could then be put out to tender and that the action list would be changed to better reflect the current status.

**ACTION: TOWN CLERK**

141/13 Cllr. P. Collins stated the report on staff hours should include details of staff time spent working for each Committee and that the Council need to know what Committees its staff are working for.

905/13 The Town Clerk informed Councillors that he, Cllr M. Try and the CSG Committee Clerk had met to discuss the website tenders received and had settled on a preferred tender, subject to clarification of some points which Cllr. M Try was due to address with the provider directly. Cllr. Try explained some of the reasoning behind their choice, including that the Council would not be tied into a long contract.

**ACTION: CLLR. M. TRY**

**508.1** The Town Clerk gave an update on the lease for the Town Council office, which had previously been on the action list. The Town Clerk stated that the County Council had asked that a document be signed by the Mayor in May. However County later issued another document that needed signing. This has now been signed and delivered to the solicitors, however it was noted it took County Council six month to resolve the matter.

**508.2** Cllr. Stuchbury advised members that changes to the Buckingham Centre's reception area and library were likely in the future. Cllr. Stuchbury stated County Council were hoping to reorganise and combine the service areas to make better use of the space, and that they would communicate this with the Town Clerk in due course.

**509/14 Accounts and Budgets**

**509.1** Cllr. Harvey asked why Cemetery rates were out of kilter with what we had budgeted. The Town Clerk stated he believed this had been resolved and he would chase up. The matter arose as a result of a changeover of tenants in the Cemetery Lodge and a rates refund.

**509.2** Cllr. Stuchbury informed members that the Town Clerk had brought to his attention a meeting of the District Council's Financial Scrutiny Committee to be held on Monday 17 November. The Town Clerk explained there was a paper going to the meeting to decide how to allocate grants to parishes over the next two years and that there are two potential options.

Option 1 would see 2/3 of the grant given out next financial year, and the remaining third in the year after. Under this option the Town Council would receive money both years.

Option 2 is a 'no loss option' where those parishes that have experienced housing development will get less grant because the income increase from those additional houses will have made up for the loss of the grant. Option 2 would result in Buckingham receiving no grant due to the Lace Hill development.

The Town Clerk went on to explain that he will contact Cllr. Isham who sits on the committee and express that the Town Council would like to see Option 1 chosen as it does not penalise Towns that take on more houses.

Members discussed the issue.

Cllr. Smith queried whether AVDC was acting in line with Government advice or regulations and PROPOSED that the Council find out and if not insist that they follow government advice. Cllr. Cadd SECONDED the proposal, which was **AGREED.**

**509.3** Cllr. Smith informed members there had been issues with the Destination Buckingham Budget as a result of posting and system errors, however after meeting with the Town Clerk and Accounts Administer these issues had been resolved.

#### **510/14 Training Report**

To receive a report on training from the Deputy Town Clerk.

The Deputy Town Clerk briefly outlined the written report and members moved to discuss the matter. It was highlighted that the report did not take into account Councillor training and that it was possible new councillors would be joining the Council in next year's election. The Town Clerk explained that the report covered training that had so far been identified as needed, however organisations release training courses throughout the year and additional relevant training may become appropriate.

Members requested that the costs of the training could be equalised over the years, rather than having a much larger expenditure in the next financial year.

Members discussed the cost of Sage training and its merits.

Proposed by Cllr Stuchbury, seconded by Cllr Harvey and **AGREED** that the Committee agree the budget heading and that the Sage training take place this financial year with the Town Clerk to take funds from unspent budget headings.

For 8

Against 1

1 Abstention

#### **511/14 Chairman's Announcements**

The Town Clerk informed Councillors that he had replied to John McGinty's email regarding the Public Toilets and a lease to use AVDC land. The Town Clerk confirmed he has asked AVDC for information from their insurers on the current set up in the car park and requested a date for when this information would be available. The Town Clerk stated he would chase a response on a regular basis.

**ACTION: TOWN CLERK**

**512/14 Date of Next Meeting:** Monday 6<sup>th</sup> January 2015. Cllr. M .Try gave his apologies for the meeting.

#### **513/14 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

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26/01/2015

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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.

**514/14 Staffing**

To receive a report from the Town Clerk  
Members **AGREED** the recommendations.

Meeting closed at: 7.45pm

**Signed**.....

**Date**.....