

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on **Monday 3rd August 2015** in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

Present: Cllr. J. Bates
 Cllr. T. Bloomfield
 Cllr. Mrs. G. Collins
 Cllr. P. Collins
 Cllr. J. Harvey Chair
 Cllr. P. Hirons
 Cllr. D. Isham
 Cllr. H. Mordue
 Cllr. Ms. Newell
 Cllr. Mrs. O'Donoghue Vice Chair
 Cllr. J. Quayle
 Cllr. M. Smith
 Cllr. Mrs. Strain-Clark
 Cllr. R. Stuchbury
 Cllr. M. Try

Also present: Mr. C. Wayman Town Clerk
 Mrs. K. McElligott *for the* Committee Clerk

291/15 Apologies for Absence
RESOLVED to receive apologies from Cllr. A. Mahi (Town Mayor).

292/15 Declarations of Interest
 There were no declarations of interest.

293/15 Minutes
RESOLVED to receive the minutes of the Resources Committee meeting held on Monday 15th June 2015 ratified at the Full Council meeting held on 29th June 2015.

294/15 Minutes of CSG Committee
 The minutes of the CSG Committee meeting held on 15th July 2015 (**CSG/02/15**) were received and accepted.

Proposed by Cllr. Quayle, seconded by Cllr. Harvey, and **RECOMMENDED** to propose that all Councillors should have a hot link on the website either to their own email or newly created tc.gov.uk email (with auto forwarding).

The Chair confirmed that individual councillors would have the choice as to which email address messages would be sent to so as to ensure that private email addresses would remain private if so desired. Everyone would be allocated a @buckingham-tc.gov.uk address, whether they wished to use it or not in their correspondence with townspeople. Advice will be offered as to how to use such email addresses or use auto-forwarding as required. The facility would also be added whereby members of the public can send in messages to the council via a web form.

The system available on the previous website, where Members could access their correspondence from out of the home (such as at Internet cafés) would be considered for the current site.

The Recommendation was **AGREED**

295/15 Action Report

142/13 Chamber Wall; Cllr. Strain-Clark mentioned the need for a level threshold.
625/13 Apprenticeships; Cllr. Smith asked for a progress report. The Town Clerk replied that Aylesbury College had sent an information pack and expressed themselves willing to tailor courses to suit Council requirements. He would pursue the matter.

ACTION TOWN CLERK

749/14 Strategic Planning; The Town Clerk would prepare a report for the next meeting.

ACTION TOWN CLERK

874/14 Red Cross Centre; the Town Clerk reported on a meeting with BCC, and that he was meeting with Rev. Pearson-Gee the following day to discuss possible shared use with the Church for activities such as the soup kitchen food bank and toddler group. Members expressed concern about the noise from the toddler group during meetings, and the amount of storage space required by it and the food bank. It was agreed that it would be beneficial for Councillors to view the inside of the building to get an idea of the space available, and to involve Mr. Chilvers of BCC Finance Dept., so that he would appreciate what alterations would be needed to fit the building to the Council's use.

296/15 Accounts and Budgets

Only the sheets for Receipts for June/July and the Purchase Ledger for July had been circulated with the agenda. Members felt that this Committee should receive all the figures including Committee budgets each meeting.

ACTION TOWN CLERK

297/15 (147/15) Staff hours

Members discussed the report from the Town Clerk circulated with the agenda. Staff would allocate time to different subjects per hour; it would take a few minutes at the end of the day to note this down. Collation would be carried out at the end of the fortnight.

The report was **NOTED**.

298/15 Charter Fair

To review and discuss the draft contract with Nichols Amusements
Members discussed the draft contract, insurance and public liability cover. Though all the rides carried their own insurance, there remained the possibility of accident during the road closure, or from generator malfunction or other source. A suggestion was made that the Nichols arrange their own Road Closure, but it was pointed out that the Town Council obtained an annual Order which covered all the events, the cost of which was apportioned per the number of hours involved and recharged to each event. The cost was not related to the number of events covered. Furthermore the roads had to be closed and cleared hours before the Fair started to pull on.

The Fair and the markets were tied together in the 1993 agreement with AVDC, though the auditor had said they would be better separated. The agreement – renewed twice and now a rolling contract – did not allow the town to operate the

markets and pass the Fair organisation to the District Council (as Amersham has done).

A complaint had been received about access to shops during the Fair, as rides and sideshows encroached on to pavements (though the 'blue route' through the Fair was maintained).

The Town Clerk said that, in the event of BCC not granting a Road Closure, an alternative site would be sought working with the Nichols and local landowners. Cllr. Stuchbury [pointed out this was a Charter Fair, and the Charter specified the town centre. A field was not suitable if the weather was, or had been, wet, nor was it disability-friendly. He also suggested that Fair revenue could be used to obtain fibreglass ramps for disabled access, and that these could be used at other events. Members discussed whether the Fair was sub-contracted to the Nichols, and whether liability rested with the Council if so. It was reported that the Nichols acted as agents for the Showmen's Guild and gathered together the freelance operators, therefore the contract need not be with the Guild.

Proposed by Cllr. Strain-Clark, seconded by Cllr. O'Donoghue, and **AGREED** 14:0 with 1 abstention, that the Town Clerk work with other Councillors to draw up at least two accessible routes through the Fair. **ACTION TOWN CLERK**

Proposed by Cllr. P. Collins, seconded by Cllr. Mrs. G. Collins, and **REJECTED** 5:10 that the Town Clerk explore the possibility of the Nichols taking over the Road Closure Order and report back.

Proposed by Cllr. P. Collins, seconded by Cllr. Hiron, and **AGREED** unanimously that the Town Clerk look into the extent of the Council's Public Liability cover with respect to the Fair. **ACTION TOWN CLERK**

Cllr. Hiron pointed out a typing error in the fifth bullet point – it should read ...”joint *and* several basis.”

299/15 Keep Britain Tidy Survey

To receive a report from the Deputy Town Clerk

Members discussed the proposal, noting that the Best Kept Village competition did not have the same coverage, and that the scruffy areas were quite obvious and needed no survey.

Members voted 7:7 on the Recommendation, with 1 abstention; the Chairman cast his vote against the Recommendation, so it was rejected.

Proposed by Cllr. Stuchbury, seconded by Cllr. Harvey, that the Council pay for Keep Britain Tidy to carry out the survey as described: **AGREED** 8:6 with one abstention, fee to be taken from Contingencies 132/4500.

300/15 (150/15) Terms Of Reference

To receive and agree amended Terms of Reference:

300.1 Personnel

Members were reminded that at Full Council (Min. 183/15) the Recommendation to change further policy wording fell.

Proposed by Cllr. Harvey, seconded by Cllr. Mrs. G. Collins, that the amended version as circulated be accepted.

AGREED

300.2 CSG

AGREED with the deletion of 'other' in 2.2 as it was unnecessary.

301/15 Recruitment – Deputy Town Clerk

Cllr. P. Collins felt that a less specific listing under Essential IT skills would be preferable; it was the ability to use the computer that was important. Cllr. Hirons felt that it was unlikely that an applicant currently working as a Town Clerk would be looking for an effective demotion from Clerk to Deputy Clerk; Cllr. Bates pointed out it could be so, perhaps due to family commitments or other change in personal circumstances.

NOTED.

302/15 Chairman’s Announcements

Following email correspondence, Members were warned that it was possible that an emergency meeting might be called for the following Monday (10th August) on the Neighbourhood Plan.

303/15 Date of next Resources meeting

21st September 2015 at 7pm.

Meeting closed at: 8.00pm

Signed.....

Date.....