

**R/06/22**

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on Monday 15<sup>th</sup> May 2023 in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

**Present:** Cllr. S. Hetherington  
Cllr. L. O'Donoghue Chair  
Cllr. A. Ralph  
Cllr. R. Stuchbury  
Cllr. M. Try

**Via Zoom:** Cllr. A. Osibogun

**Also present:** Ms. C. Molyneux Town Clerk  
Ms. P. Cahill Committee Clerk  
Mr. S. Beech Projects and Compliance Manager

No members of the public attended and so there was no public session.

### **828/22 Apologies for Absence**

Members received and accepted apologies from Cllr. Gateley, Cllr. Mahi, Cllr. Mordue, Cllr. Schaefer, and Cllr. Whyte.

### **829/22 Declarations of interest**

There were none.

### **830/22 Minutes of last meeting**

Members received and accepted the minutes of the Resources Committee meeting held on 6<sup>th</sup> March 2023.

### **831/22 Minutes of Communications Strategy Group**

Members received the minutes of the Communications Strategy Group meeting held on 9<sup>th</sup> March 2023.

### **832/22 Budgets**

Members received and agreed the budget reports:

- 832/22.1 Highlight Report of main budget variations with detailed income and expenditure.
- 832/22.2 Summary Income and Expenditure Report.
- 832/22.3 Purchase Ledger from March and April 2023.
- 832/22.4 Members noted the Chair's endorsement of the list of payments already made (this was distributed to Members by the Assistant RFO).

### **833/22 Internal auditor's report**

Members received and noted the end of year report from the Internal Auditor.

Members expressed their gratitude to the staff for their hard work and success.

Cllr. Osibogun requested that actions C1 and C2 from the auditor's report are added to the action list. Cllr. O'Donoghue Proposed, Cllr. Try Seconded and Members unanimously

**AGREED.**

**ACTION COMMITTEE CLERK**

R/06/22

**834/22 Asset register and disposal policy**

834/22.1 Members received and agreed a report from the Compliance and Projects Manager on the Asset Register and Disposal Policy.

It is recommended that Members review and recommend to Full Council to approve the revised Asset Register as at 31 March 2023. The Projects and Compliance Manager withdrew this recommendation as the Asset Register was not included in the agenda pack.

It is recommended that Members agree and adopt the proposed Asset Register and Disposal Policy.

The Projects and Compliance Manager confirmed that in local government depreciation is not accounted for and for every item on the list we have secondary insurance figures that show an up to date value.

Members unanimously **AGREED** the recommendation.

834/22.2 Members noted the proposed Asset Register and Disposal Policy.

**835/22 Grants 2022 – 2023 review**

Members received a report from the Deputy Town Clerk on grants distributed in 2022 – 2023.

It is recommended that the 2024 – 2025 grant application period should be from Monday 23rd October – Friday 4th December.

Members unanimously **AGREED** the recommendation.

It is recommended that, for the next round of applications, the Charity Commission website will be used to confirm the accuracy of responses for relevant applications. The result of this work will be included in the grant award summaries submitted to Committee.

Cllr. Stuchbury requested that the Community Centre grant refusal is recorded.

Cllr. Try declared an interest as a Trustee of the Community Centre.

Cllr. Ralph asked for clarity regarding the application period for the 2024-2025 grant application period, which starts this year on Monday 23<sup>rd</sup> October 2023.

Members unanimously **AGREED** the recommendation.

**836/22 Cost of fuel**

836/22.1 Members received a report from the Finance Officer on the costs of fuel 2022 – 2023.

It is recommended that Members note the fuel costs for the financial year 2022 – 2023.

Members unanimously **AGREED** the recommendation.

836/22.2 Members received a summary of the actual costs of fuel 2022 – 2023.

**837/22 Town Crier**

Members noted a report from the Committee Clerk on the appointment of the new Town Crier.

**838/22 Review of Buckinghamshire Council's 20mph policy**

Members noted a report from the Town Clerk.

The Town Clerk commented that the expense of applying for this makes it prohibitive. Cllr. Stuchbury Proposed that we note the report and add background information in the minutes of this meeting. The Town Clerk explained that we cannot add paperwork to this meeting

Resources 15<sup>th</sup> May 2023

DRAFT SUBJECT TO CONFIRMATION

2

*PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.*

Initial.....

**R/06/22**

as it was not submitted on the agenda; prior minute numbers can be referenced (Planning 720/21; 786/21; 115/22; 211/22; 229/22. Resources 693/22). Members unanimously **AGREED**.

**839/22 Staff Structure Update**

Members received an updated copy of the staffing structure.

**840/22 Updates from representatives on outside bodies**

Members received verbal updates from Councillors.

Cllr. Stuchbury informed Members that permanent beds at Buckingham Hospital and patient hospital discharge difficulties were discussed at the Health and Adult Social Care Select Committee.

**841/22 Action Report**

Members reviewed and discussed the Action Report.

Members received a copy of the committee attendee feedback form.

Members requested the following changes:

Box without meeting to be removed.

Uniformity for the information requested and presentation to a single box or yes/no response.

Link to go to the form, not to the 'attend a meeting' page on the website.

Check if the data collection paragraph needs to be on the form.

Increase the size of the boxes on the paper form if possible.

**ACTION DEPUTY TOWN CLERK AND COMMITTEE CLERK**

**842/22 Chair's announcements**

There were no announcements.

**843/22 Date of next meeting:**

Monday 26<sup>th</sup> June 2023, following the Staffing Committee meeting

**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. Members unanimously **AGREED**.

**844/22 Debtors list**

Members received the current list of debtors over 3 months old.

Meeting closed at: 20:07

Signed .....

Date .....