

R/04/23

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on Monday 16th October 2023 in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

Present:

Cllr. J. Harvey	
Cllr. A. Mahi	
Cllr. H. Mordue	Vice Chair
Cllr. L. O'Donoghue	Chair
Cllr. A. Osibogun	
Cllr. A. Ralph	
Cllr. A. Schaefer	
Cllr. R. Stuchbury	

Also present:

Ms. C. Molyneux	Town Clerk
Ms. P. Cahill	Committee Clerk

Absent:

Cllr. G. Collins
Cllr. M. Try
Cllr. R. Willett

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

355/23 Apologies for Absence

There were none.

356/23 Declarations of interest

There were none.

357/23 Minutes of last meeting

Members agreed the minutes of the Resources Committee meeting held on 4th September 2023 and the Extraordinary Resources Committee meeting held on 11th September 2023.

358/23 Budgets

Members received and agreed the budget reports:

358/23.1 Summary Income and Expenditure report.

358/23.2 Detailed Income and Expenditure report and summary of budget variances.
The Town Clerk explained:

- 1056 - We do not currently have a sponsor for the roundabout.
- 4161 - Lace Hill unexpected essential repairs relates to the doors at the centre.
- CCTV - the cost is balanced by the grant.
- 4220 Music in the Market – the Town Clerk will check this.
- 1027 solar income – no income received from this. The Estates Manager is currently looking at new deals. We generate very little excess energy from the panels so there is little waste and good savings as the panels power the centre.

16th October 2023

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.

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358/23.3 Purchase Ledger from September 2023.
22/9/23 AED maintenance – the Town Clerk clarified that this is for the servicing of machines.

359/23 Fund transfers

Members noted the following fund transfers between the current account and the Public Sector Deposit Fund.

359/23.1 16/08/23 - £100,000 - Transfer from PSDF to the current account.
359/23.2 03/10/23 - £100,000 - Transfer from current account to the PSDF.

The Town Clerk informed Members that the reason for the transfer is to gain interest.

360/23 Quarterly banking reconciliations

Members received a verbal update from the Town Clerk.
The Vice-Chair confirmed he has signed off the banking reconciliations.

361/23 Budget headings

Members received a report from the Town Clerk.
It is recommended that Members agree to make no changes to the budget line cost centres for the 2023-2024 budget.
Members unanimously **AGREED**.

362/23 32 Day notice account

Members received a report from the Finance Officer.
It is recommended that Members agree to close the 32 Day Notice account we hold with Lloyds Bank and transfer the £10,423.19 balance to the Current account.
The Town Clerk explained that the 32 day notice account cannot be used as we cannot withdraw less than £10,000 and the account has to have a balance of at least £10,000.
There is, therefore, no reason for the Town Council to retain this account.
Members unanimously **AGREED**.

363/23 Meeting calendar

Members unanimously **AGREED** to recommend to Full Council the Committee meeting calendar for 2024.

364/23 Chair's announcements

No announcements.

365/23 **Date of next meeting:** Monday 11th December 2023

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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**.

366/23 Payment endorsements
Members noted the completed payments list.

367/23 Employment and HR support contract
Members received and noted a report from the Compliance and Projects Manager. The Town Clerk explained that a report will be brought to the next Resources meeting regarding the new contract.
Members unanimously **AGREED. ACTION COMPLIANCE AND PROJECTS MANAGER**

368/23 Card Machine
Members received a report from the Finance Officer. It is recommended that Members agree to purchase one mobile card payment device, for use at Buckingham Town Council (BTC) ticketed events and to aid in the collection of Market Traders' rent. This will be paid for by 102/4013 Equipment purchase.
Members unanimously **AGREED.**

369/23 Transitions UK
Members received a verbal report from the Town Clerk
Credit checks – the Town Clerk will look into this. **ACTION TOWN CLERK**

370/23 Debtors list
Members received the current list of debtors over 3 months old.
A vote was taken, and Members agreed (one abstention) to write off debt B060.

Meeting closed at: 19:47

Signed Date

16th October 2023

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Initial.....