

R/05/23

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on Monday 11th December 2023 in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

Present:

Cllr. G. Collins	
Cllr. J. Harvey	
Cllr. A. Mahi	
Cllr. H. Mordue	Vice Chair
Cllr. J. Mordue	
Cllr. L. O'Donoghue	Chair
Cllr. A. Osibogun	
Cllr. A. Ralph	
Cllr. A. Schaefer	Town Mayor
Cllr. R. Stuchbury	
Cllr. M. Try	
Cllr. R. Willett	

Also present:

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

Absent:

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

478/23 Apologies for Absence

There were no apologies.

479/23 Declarations of interest

There were none.

480/23 Minutes of last meeting

Members agreed the minutes of the Resources Committee meeting held on 16th October 2023.

481/23 Minutes of Communications Strategy Group

Members received the minutes of the Communications Strategy Group meeting held on 7th September 2023.

Cllr. Collins and Cllr. Mahi arrived 7:04pm.

482/23 Budgets

Members received and agreed the budget reports:

482/23.1 Summary Income and Expenditure report.

Members discussed the presentation of the reports and the difficulties in understanding the information. The Town Clerk referred Members to the detailed budget information from page 7; this is broken down from the summary information.

11th December 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.

Initial.....

R/05/23

The Town Clerk and the Finance Officer will attend a training session, run by the software provider, in February 2024; options for presentation of the accounts will be discussed and training opportunities for Members will be considered.

The Town Clerk informed Members that they are always welcome to contact them to request clarification or detail.

482/23.2 Detailed Income and Expenditure report and summary of budget variances. The Town Clerk explained that the election cost will go to Full Council for agreement.

Cllr. Osibogun requested a detailed breakdown of 4082 Allotments. The Town Clerk will circulate this information. **ACTION TOWN CLERK**

The Town Clerk confirmed that the cost of 4104 Town in Bloom will be reimbursed by the Community Board; the overspend is offset by income line 1096.

The Compliance and Projects Manager explained that, although the overspend shows that we spent more than our income, this money was already allocated in our reserves.

The Town Clerk explained that Appendix C, purchase ledger invoice listing, shows every purchase.

482/23.3 Purchase Ledger from September to November 2023. Cllr. Stuchbury Proposed agreeing the listing. Cllr. Schaefer Seconded and Members unanimously **AGREED**.

483/23 Resources budget 2024-2025

Members received a report from the Town Clerk.

It is recommended that Members review, discuss and agree to send the attached Resources budget 2024-2025 to the Precept Meeting via the 15th January 2024 Resources Committee.

The Town Clerk explained that this is a working budget; there is another Resources meeting prior to Precept, therefore the full budget will be reviewed again and further information regarding the interest rate may be available.

Cllr. Stuchbury Proposed agreeing the recommendation, Cllr. Schaefer Seconded. A vote was taken, and the result was:

For: Cllr. Collins, Cllr. Harvey, Cllr. Mahi, Cllr. H. Mordue, Cllr. J. Mordue, Cllr. O'Donoghue, Cllr. Ralph, Cllr. Schaefer, Cllr. Stuchbury, Cllr. Try and Cllr. Willett

Against: 0

Abstentions Cllr. Osibogun

484/23 Fund transfers

Members noted that there have been no fund transfers since the last meeting.

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485/23 Roundabout signage

Members received a report from the Estates Administrator. It is recommended that Members agree to issue an amendment to all active sponsorship agreements so that advertisers are given the opportunity to update their signs to measure 100x50cm. The cost of which is to be covered by the sponsor and arranged by the office. It is recommended that all future sponsorship agreements would reflect the new advertising board sizing of 100x50cm.

The Town Clerk informed Members that the new size signs will be offered at cost to the current sponsors.

Cllr. Willett Proposed, Cllr. Stuchbury Seconded and Members unanimously **AGREED** the recommendations.

486/23 Updates from representatives on outside bodies

Members received verbal updates from Councillors. Cllr. Stuchbury is going to Cabinet tomorrow regarding the budget for education. Cllr. Mordue asked the reason for this agenda item. The Town Clerk explained that her predecessor had added the item to all agendas after consultation, but a member was welcome to put forward a motion to remove it.

487/23 Internal auditor report

Members received the Internal Auditor's report and RFO's comments. Cllr. Harvey noted an incorrect date in Section M Observation: Monday 6th June should read Monday 5th June. Members thanked the team for their work and the successful audit.

488/23 Salary Increase

Members noted a report from the Compliance and Projects Manager.

489/23 Action Report

Members reviewed and discussed the Action Report. The Town Clerk confirmed that a report regarding Grants and credit checks will be brought to the next meeting. **ACTION TOWN CLERK**

490/23 Chair's announcements

No announcements.

491/12 Date of next meeting: Monday 15th January 2024

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**.

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492/23 Employment and HR support contract

Members received a report from the Compliance and Projects Manager. Cllr. Stuchbury Proposed, Cllr. Willett Seconded and Members unanimously **AGREED** the recommendations.

493/23 Payment endorsements

Members noted Payment endorsement sheets numbers 1-7.

The Compliance and Projects Manager left the meeting at 8:31pm.

494/23 Debtors list

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

495/23 Staffing

Members received a report from the Town Clerk. Cllr. Stuchbury Proposed agreeing the recommendation. Cllr. Schaefer Seconded and a vote was taken. The result was:

For: 11
Against: 0
Abstention: 1

496/23 Motion: Cllr. Schaefer

To accept the unanimous recommendation of the Town Clerk’s appraisal panel, to support the Town Clerk to complete the SLCC’s MA in Public Leadership. The Town Clerk’s appraisal was carried out by the Mayor – Councillor Schaefer, the Chair of the Staffing (Confidential Matters) Committee - Councillor Collins, and the Chair of the Resources Committee – Councillor O’Donoghue for the year 2022-2023. The appraisers agreed to recommend that the Town Clerk enrol for the MA in Public Leadership due to commence in 2024. The cost is £7,000 spread over 2-3 years. The first year to be paid for from EMR 901/9067 which includes the money committed to pay for the previous Town Clerk’s MA (which he left before commencing). The remainder of 901/9067 and a predicted underspend from this year’s training budget will cover the cost of the second year.

The Town Clerk declared an interest and left the room at 8:45pm.

Cllr. Harvey Proposed that we defer this and ask that the appraisers undertake further research to clarify contractual rights. Cllr. Try Seconded and a vote was taken. The result was:

For: 6
Against: 5
Abstention: 1

Cllr. Stuchbury requested that it be minuted that he voted against the Proposal.

ACTION CLLR. COLLINS, CLLR. O’DONOGHUE AND CLLR. SCHAEFER

Meeting closed at 9:07pm

Signed Date

11th December 2023

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