

R/03/25

Minutes of a meeting of the **Resources Committee** of Buckingham Town Council held on Monday 20th October 2025 in the Council Chamber, Cornwalls Meadow, Buckingham at 7pm.

Present:

Cllr. F. Davies	Town Mayor
Cllr. J. Harvey	
Cllr. H. Haydock	
Cllr. A. Mahi	
Cllr. H. Mordue	
Cllr. J. Mordue	
Cllr. Ruth Newell	
Cllr. L. O'Donoghue	
Cllr. A. Schaefer	
Cllr. R. Stuchbury	
Cllr. M. Try	

Also present:

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

Absent:

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

329/25 Apologies for absence

There were no apologies.

330/25 Declarations of interest

There were none.

331/25 Minutes of last meeting

Members agreed the minutes of the Resources Committee meeting held on 1st September 2025.

332/25 Minutes of Communications Strategy Group

Members received the minutes of the Communications Strategy Group meeting held on 4th September 2025.

333/25 Budgets

Members received and agreed the budget reports:

333/25.1 Detailed Income and Expenditure report and summary of budget variances.

333/25.2 Purchase Ledger from September and October 2025.

334/25 Fund transfers

Members noted that there have been no fund transfers.

20th October 2025

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/03/25

335/25 Quarterly banking reconciliations

Members noted that the Vice Chair has reviewed and signed the quarterly banking reconciliations.

336/25 Withdrawal of analogue and copper telephone lines

Members received a report from the Compliance and Projects Manager.

- 1.1 It is recommended that Members agree to the changes in section 3 of this report.
- 1.2 It is recommended that Members accept the 3-year contract quote from Company A to complete the specified works and provide the new services.
- 1.3 It is recommended that Members delegate to the Compliance and Projects Manager to establish at the appropriate time whether an engineer is required to connect the routers at a cost of £350 as detailed in section 3 of this report.

Cllr. Schaefer Proposed, Cllr. Mahi Seconded and Members unanimously **AGREED** the recommendations.

337/25 Portable Appliance Testing

Members received a report from the Compliance and Projects Manager.

- 1.1 It is recommended that Members agree to continue to outsource PAT Testing.

Members thanked the Compliance and Projects Manager for his thorough work. Cllr. Davies Proposed, Cllr. Schaefer Seconded and Members unanimously **AGREED** the recommendation.

338/25 Mobile Phones and Broadband renewal

Members received a report from the Compliance and Projects Manager.

- 1.1 It is recommended that Members accept the quotation from Company A to provide a new 24-month mobile phone and broadband contract.

Cllr. Schaefer Proposed, Cllr. Ruth Newell Seconded and Members unanimously **AGREED** the recommendation.

339/25 Policies

Members reviewed and agreed the following policies:

339/25.1 Grants - to receive a report from the Finance Officer.

- 1.1 It is recommended that Members review and approve the revised Grants Policy.

Cllr. Harvey asked if some of the four year grant requirements should be included in the one year grant requirements. The Town Clerk explained that Members decided this to ensure that the four year grant process is more robust; the one year grant process is fairly simple and straightforward to

20th October 2025

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.....

ensure that smaller organisations, seeking small amounts of money, are not put off by the process.

Cllr. Stuchbury Proposed inserting the word 'provisionally' prior to 'decide before precept agreed' on page 6. Cllr. O'Donoghue Seconded.

Cllr. Davies queried the entry for March on page 6. The Town Clerk explained that there are words missing. It should read: 'Members of the Resources Committee will decide which one year grant applications should be awarded funding.'

Cllr. Haydock questions the usefulness of the application question 'Will your organisation be able to complete the planned project if a reduced amount of funding was offered by the Council?' She feels that this should be more direct, namely if full funding not available, would you accept a partial amount. Members **AGREED** to delegate to the Town Clerk the rewriting of this question.

ACTION TOWN CLERK

Members unanimously **AGREED** the policy with the addition of 'provisionally' as per Cllr. Stuchbury's Proposal, the amended March entry and the reworded application form question.

Members thanked the Finance Officer for her work.

ACTION FINANCE OFFICER

339/25.2 Lost Property policy – unchanged.

Members unanimously **AGREED**.

339/25.3 Petitions policy – unchanged.

Cllr. Try Proposed that should we expand 1% of electors at 2.4 to include 'the current electorate'. Cllr. Davies Seconded and Members unanimously **AGREED**.

Cllr. Try questioned 3.3 due to the limited time for debate. The Town Clerk explained that this is a formal process, reflecting the general standard of parish councils, which allows the public to raise an issue if required.

Cllr. Schaefer Proposed, Cllr. Mahi Seconded and Members unanimously **AGREED** the policy with the agreed amendment.

ACTION COMMITTEE CLERK

340/25 Compliments and complaints

Members reviewed and noted the compliments and complaints from April 2025.

341/25 Updates from representatives on outside bodies

Members received verbal updates from Councillors.

20th October 2025

3

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/03/25

Cllr. Stuchbury is going to submit a question about Buckingham School in relation to the 1.6% budget cut.

342/25 Action report

Members reviewed and noted the action report.

343/25 Chair's announcements – for information only

No announcements.

344/25 Date of next meeting: Monday 8th December 2025

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**.

345/25 Debtors list

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

346/25 Payment endorsements

Members noted payment endorsement sheets 12 to 17.

347/25 Staffing update

Members received a report from the Town Clerk.

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

Meeting closed at: 7:51pm

Signed

Date

20th October 2025

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.....