

Chesham Town Council



Bill Richards
Town Clerk

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15th June 2009

Dear Councillor,

You are **SUMMONED** to attend a meeting of the **CHESHAM TOWN COUNCIL** to be held in the Council Chamber, The Town Hall, Chesham, on

MONDAY 22nd June 2009 AT 7.30PM

AGENDA

Public Question Time

Immediately preceding the Council's meeting, a period of up to 15 minutes or less, as the case may be, will be allowed for members of the public present, who are electors or residents in the parish of Chesham, to ask questions primarily in respect of items on the agenda of this Town Council meeting but also in the interests of wider public discussion.

1. Apologies for absence.
2. To confirm Minutes of the Meeting of the Council held on 11th May 2009.
3. Declarations of Interest.
4. To receive the Mayoral engagements and any other announcements as the Town Mayor may wish to lay before the Council.
5. To receive Minutes from the Youth Council meeting of 13th May 2009.
6. To receive and consider the Minutes of the under mentioned Committees.
 - **Development Control** of 11th May and 08th June 2009.
 - **Recreation & the Arts** of 1st June 2009.
 - **Performance Review** of 08th June 2009.
7. Statement of Accounts 2008/09.
8. To receive and consider Pay Schedule No: 1.
9. Information Item.

Yours sincerely

Bill Richards
Town Clerk

Circulation: To All Members of the Council

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Chesham Town Council, Town Hall, Chesham, Bucks HP5 1DS
Twinned with Friedrichsdorf Germany; Houilles France; Archena Spain

Chesham Town Council



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Town Clerk

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Our ref: T. 4
15th June 2009

Dear Councillor,

The Mayoral engagements from 19th May to 22nd June 2009

MAY

Thursday 21 st	Royal Navy Careers Presentation - Chesham Sea Cadets
Friday 22 nd	Aylesbury Mayor Making – Aylesbury Civic Centre
Friday 29 th	Dial a Ride Lunch - Deputy
Sunday 31 st	Civic Reception for Twinning Association International Weekend – Town Hall Dinner Dance for above – Elgiva

JUNE

Wednesday 3 rd	Cruse AGM – Beaconsfield – Deputy
Sunday 7 th	Civic Service – St Mary's Donkey Derby – Botley Fields
Wednesday 10 th	Ken Kenny Blind Bowlers Tournament
Saturday 13 th	Carnival
Saturday 20 th	Change for Chesham – Lowndes Park



Chesham Town Council

continued . . .



Sunday 21st

Civic Service – Aylesbury

Chesham Youth Council

Minutes of meeting held on Wednesday 13th May '09 at The Town Hall, Chesham at 4.30pm

Present:

Tom Pirouet (Chair), David Pirouet (Secretary), Abi Redway-Beach (Treasurer), Amy Nash, Emily Jones, Ruth Taylor, Simran Sharry, Taisha Egan and Rebecca Pirouet

Also in Attendance:

Cllr. Alison Pirouet, Bill Richards (Town Clerk), Rachael Tomkins (Youth Worker)

Apologies for Absence:

Apologies were received from Charlie Dutton.

Minutes of the last meeting & Matters arising:

Minutes having been previously circulated were approved with no matters arising.

Drugs Project Update:

The Drugs Project leaflet has been completed but unfortunately have not been sent off to be printed; we have had a quote of £450 for 2,500 copies. These are to be distributed to all the Secondary schools in Chesham.

Trip/Day-Out:

The Youth Council has decided that it will go to Jarmin Park, Hemel Hempstead to see a film and then go to Pizza Hut; this will be on Saturday 4th July.

AOB:

Sandy Coyle & Tine Olowookere gave a talk to the Youth Council about an event at Shelley Road Gardens, which involved Little Spring School. Sandy Coyle informed the Youth Council that the project would involve spray painting the concrete wall with the drawings produced by Year 6 from Little Spring School. It was suggested that the project would take place on 29th-30th July. Tom was to meet with Sandy Coyle to develop this project further, but the Youth Council has decided that it would love to take part.

Sandy Coyle explained that there was a possible opportunity to attend a 2.5 day seminar somewhere in France or Brussels entitled 'How we make a difference' and its aim is to highlight the positive collective actions undertaken by young people to improve their lives and that of others in the community. If it goes ahead in 2010, the conference will be attended by young people from EU countries and each group will have time to present their achievements to each other in a way that suits them (bearing in mind the language issues). I suggested approaching Shed@ThePark to work together to produce some sort of performance presentation.

Date of Next Meeting/ Dates for your Diary

Next Meeting 17th June '09, & 4th July Trip

The meeting finished at 5.50 pm.

CHESHAM TOWN COUNCIL

Report of the Officers of the TOWN COUNCIL

on Monday 22nd June 2009

AGENDA ITEM No: 7 STATEMENT OF ACCOUNTS FOR 2008/2009

Reporting Officer: Steve Pearson (01494 583825)

Summary

1. To approve the Statutory Accounts for the year ended 31st March 2009.

Background Information

2. The Accounts ending the 31st March 2009 have to be approved by the Council by the 30th June 2009 as required by the Audit and Accounts Regulations 2003.

Detailed Consideration

3. Enclosed with this report are the recently prepared unaudited Statutory Accounts for the year ended 31st March 2009 as produced for the Council by RBS Accounting Solutions. These have been produced in accordance with the 'Code of Practice on Local Authority Accounting in Great Britain' (the code) so far as is applicable to this Council. These practises are further set out in the Statement of Recommended Practice on Local Authority Accounting in Great Britain (the SORP), together with the Best Value Code Of Accounting Practice (BVACOP) where applicable.
4. There is one alteration required to be made on Appendix A –the resurfacing and fencing of the Moor multi-courts was financed by the Pool Reserve (£30,249) with the balance coming from the Renewal and Repairs Reserve. However the accounts do not currently reflect this and the whole cost has been met from the Renewal and Repairs Fund.
5. The Town Hall running costs have been apportioned and partly charged to Office Administration on a pro-rata basis to floor area. Administration and Depot costs have been reallocated across the various service cost centres.
6. The Statutory Final Accounts show a net decrease in the General Fund Balance of £3,444 for the year (see page 12).The revised estimates for the year agreed by the Council forecast a decrease of £77,872 which means there is an overall improvement of £74,428. Some of the improvement will be due to slippage and carried over into 2009/10 but the main differences are on the Elgiva and Chesham Moor Swim & Gym. A more detailed report will be made to the next Policy and Resources Committee due to meet on the 29th June.
7. The Annual Governance Statement shown on pages 7 and 8 has to be approved as a separate statement.
8. Should any member require further information on the accounts they are asked to contact the office prior to the Council meeting.

9. The audit of the 2007/8 accounts is currently being finalised and a further report on this will follow once the audit has been completed.

Recommendation

- 1. That the Statement of Accounts for the year ended 31st March 2009, as presented, be adopted and signed by the Town Mayor and Officers subject to audit and the transfer of the pool fund balance of £30,249 shown in Appendix A to the Renewal and Repairs Fund**
- 2. That the Annual Governance Statement as shown on pages 7 and 8 of the accounts be approved and signed By the Town Mayor and Officers**

Bill Richards
Town Clerk

AGENDA ITEM NO.

CHESHAM TOWN COUNCIL

PAY SCHEDULE NO. 1

MONDAY 22nd JUNE 2009

	£	p
April 2009	<u>195,997.44</u>	

PETTY CASH ITEMS OVER £50

14.4.09 Staples (UK) Ltd. Printer Ink cartridges, etc.-Gym	51.84
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At : 17:57

LLOYDS CUR/CALL A/CS

List of Payments made between 01/04/2009 and 30/04/2009

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/04/2009	UPBEAT MANAGEMENT	17696	1,869.21		PASADENA ORCHESTRA 21/03/09
03/04/2009	MANCINELLI'S	17697	88.36		FOOD LESS WASTE COLLECTION
03/04/2009	PLAYGROUND SERVICES	17685	20,000.00		MULTICOURT WORKS
03/04/2009	CHESHAM TOWN TALK	17686	270.00		1/4 PAGE MAY 2009
03/04/2009	SLCC ENTERPRISES	17687	356.50		LARGER COUNCILS CONFERENCE
03/04/2009	TRINITY MIRROR	17688	207.00		BUCKS EXAMINER
03/04/2009	NTL GROUP LIMITED	17689	224.70		TELEPHONE CHARGES
03/04/2009	LIONS GATE UK LTD	17690	115.00		FADE TO BLACK
03/04/2009	THE HOUSE OF COFFEE	17691	116.30		SUPPLIES
03/04/2009	SAUNDERS SURFACING	17692	17,020.25		RESURFACE CAR PARK
03/04/2009	WEY LANE GARAGE	17693	160.00		REPLACE REAR TYRES TOYOTA
03/04/2009	WICKSTEED LEISURE	17694	552.00		INSPECT PLAY EQUIPMENT
03/04/2009	THE CIVIC TRUST	17695	201.25		GREEN FLAG APPLICATION
03/04/2009	ALLIANZ INSURANCE PLC	17698	23,672.46		ANNUAL PREMIUM VEHICLES
03/04/2009	ING LEASE (UK) LIMITED	D/D	1,552.50		GYM EQUIPMENT
08/04/2009	NTL GROUP LIMITED	D/DA	18.40		PAYPHONE CHARGES
09/04/2009	MARK GOUCHER LTD	17704	4,312.68		STONES IN HIS POCKETS 17/03
09/04/2009	BRIAN SHAW	17706	1,578.25		RICHARD DIGANCE 20/03/2009
09/04/2009	MRS SHEILA TAYLOR	17715	7.00		REIMBURSEMENT GRAVE COSTS
09/04/2009	NATASHA PAGE	17716	21.00		REFUND ALLOTMENT RENT
09/04/2009	GEO BROWNS IMPLEMENTS	17721	582.64		PARTS & SERVICE
09/04/2009	COLOUR	17699	117.15		PAINTING BARRIERS
09/04/2009	LEN VOCKINS GARDEN	17700	825.12		FERTILIZING PITCHES
09/04/2009	K. R. RANCE	17701	598.00		DECORATE GENTS CHANGING
09/04/2009	DAYLA LIMITED	17702	3,252.00		SUPPLIES
09/04/2009	OUTSIDE INN DISTRIBUTION	17703	28.89		HOT DRINK CUPS
09/04/2009	OLIVERA FRASER	17705	1,040.00		CONTRACT CLEANING
09/04/2009	ARTIFICIAL EYE FILM CO LTD	17707	431.40		COUSCOUS
09/04/2009	TWENTIETH CENTURY FOX	17708	294.76		AUSTRALIA
09/04/2009	SMART-CARTRIDGE.COM	17709	53.54		LEXMARK TONER CARTRIDGE
09/04/2009	DAVE LISLEY	17710	150.00		CLEANING CENTRE LETTERS
09/04/2009	GMH CASH REGISTERS	17711	109.25		SERVICE CASH REGISTER
09/04/2009	CHILTERN WATER	17713	810.75		SHOWER HEAD CLEANING
09/04/2009	CHESHAM TOWN TALK	17714	415.00		MAY 4 PAGE INSERT
09/04/2009	SIMON COLLINS	17717	157.32		WINTER BASKETS FEB 2009
09/04/2009	NEOPOST LIMITED	17718	347.70		FRANK MACHINE SERVICE PLAN
09/04/2009	K C & CO (AMERSHAM) LTD.	17719	730.25		REBUILD CONCRETE RAMPS
09/04/2009	CHILTERN DOMESTIC	17720	74.75		REPAIRS VACUUM CLEANER
14/04/2009	TOTAL UK LTD	D/D	148.10		DIESEL
14/04/2009	BARCLAYS MERCHANT	D/DA	331.59		MERCHANT CHARGES
15/04/2009	THREE VALLEYS WATER	D/DB	29.70		WATER CHARGES
15/04/2009	THREE VALLEYS WATER	D/DC	143.27		WATER CHARGES
15/04/2009	TELEPAY WAGES/SALARIES	D/D	33,942.37		SALARIES APRIL 2009
17/04/2009	R EMMS	17722	2,900.00		TREE WORKS RIVER CHESH

At : 17:57

LLOYDS CUR/CALL A/CS

List of Payments made between 01/04/2009 and 30/04/2009

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
17/04/2009	THAMES & CHILTERN IN	17723	150.00		ENTRY FEE 2009
17/04/2009	BUCKS COUNTY COUNCIL	17724	7,009.04		SUPERANNUATION MARCH 2009
17/04/2009	INLAND REVENUE	17725	11,305.39		PAYE & NHI
17/04/2009	INSTITUTE OF CEMETERY	17726	80.00		ANNUAL MEMBERSHIP ICCM
17/04/2009	SECOM PLC	17727	770.04		ANNUAL MAINTENANCE/REDCARE
17/04/2009	LAMPS & TUBES LTD	17728	207.00		LIGHTING AT MULTICOURT
17/04/2009	CHESHAM TOOL HIRE	17729	50.60		CABLE LOCATOR
17/04/2009	HAWES PLANT & TOOL HIRE	17730	493.35		SKIP HIRE
17/04/2009	AEGIS ALARMS SYSTEMS	17731	315.10		MAINTENANCE & MONITORING
17/04/2009	H2O COOLER RENTALS	17732	47.50		WATER COOLER CHARGES
17/04/2009	E.ON ENERGY	17733	59.30		CEMETERY OFFICE ELECTRICITY
17/04/2009	PHONOGRAPHIC	17734	113.86		PUBLIC SOUND RECORDINGS
20/04/2009	BRITISH	D/D	51.30		ALARM LINE RENTAL
24/04/2009	SECOM PLC	17735	3,154.45		CALL OUT TO CHECK DOOR
24/04/2009	E-MANGO LIMITED	17736	598.00		HOSTING WEB SITE
24/04/2009	NEOPOST LIMITED	17737	1,000.00		FRANKING MACHINE TOP UP
24/04/2009	LAMPS & TUBES LTD	17738	138.00		STORAGE JAN - MARCH 2009
24/04/2009	KOMPUTER CONSULTANCY	17739	1,179.33		LAPTOP CARRY CASE
24/04/2009	DOCWRA PROPERTY	17740	674.24		PLUMBING WORK TOILETS
24/04/2009	P A HAWKES	17746	2,109.82		ELGIVA WHATS ON ADVERT
24/04/2009	GMH CASH REGISTERS	17747	118.74		REPROGRAMME CASH TILL
24/04/2009	COMPLETE POOL	17748	2,383.07		CHEMICALS
24/04/2009	GEORGE TUTILL LIMITED	17749	261.05		BANNERS
24/04/2009	BFS GROUP LIMITED	17750	152.28		SUPPLIES
24/04/2009	LONDON GRAPHIC	17751	253.24		MISC STATIONERY
24/04/2009	GOCOLD LIMITED	17752	344.44		SUPPLIES
24/04/2009	SUMMIT HYGIENE	17753	371.60		CLEANING SUPPLIES
24/04/2009	DHL EXPRESS (UK) LTD	17754	120.83		TRANSPORT CHARGES
24/04/2009	ORBITPRESS LTD	17755	48.00		OVERPRINTING 'SHOUT'
24/04/2009	PRINTHAUS LIMITED	17756	5,990.00		PRINTING WHATS ON
24/04/2009	CHUBB FIRE LIMITED	17757	673.85		QUARTERLY ALARM SERVICE
24/04/2009	ENTERTAINMENT FILM	17758	658.17		THE READER
24/04/2009	CORONA ENERGY RETAIL 2	17759	1,075.05		GAS CHARGES
24/04/2009	SOUTHERN ELECTRIC	17760	1,380.81		ELECTRICITY CHARGES
24/04/2009	NETT UK LTD	17741	2,394.71		THE ELVIS YEARS 03/04/2009
24/04/2009	CHILTERN DC	17742	21.00		BAR EXTENSION 04/07/2009
24/04/2009	MR D ESSEX	17743	25.00		CAR PARKING FINE
24/04/2009	CASH	17744	35.00		SNACKS VENDING FLOAT
24/04/2009	PRETTY IN PINK	17745	100.52		BACK TO THE 80'S APRIL 2009
26/04/2009	BUCKS COUNTY COUNCIL	17762	487.84		SUPERANNUATION ADJUSTMENT
28/04/2009	VEOLIA ENVIRONMENTAL	D/D	233.51		CR CONTAINER EXCHANGE
30/04/2009	AQUASWIM SERVICES LTD	17761	13,800.00		SWIMMING POOL HEATERS
30/04/2009	BFS GROUP LIMITED	17763	708.89		SUPPLIES
30/04/2009	KOMPUTER CONSULTANCY	17765	126.50		MICROSOFT OFFICE 2007 PRO

At : 17:57

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30/04/2009	P A HAWKES	17767	730.00		PRINTING WALKS LEAFLETS
30/04/2009	UNIVERSAL PICTURES	17768	213.90		FROST/NIXON
30/04/2009	SUMMIT HYGIENE	17769	178.55		CLEANING SUPPLIES
30/04/2009	NEWITT & CO LTD	17770	203.09		NETBALLS
30/04/2009	GUY MOULTRIE ASSOCIATES	17771	230.00		ARTWORK POOL TIMETABLES
30/04/2009	SJS PRINT LIMITED	17772	207.00		POOL SEASON TICKETS
30/04/2009	INKLINK	17773	494.50		POOL TIMETABLES 2009
30/04/2009	CI-NET	17774	677.35		ADSL/PSTN LINE RENTAL
30/04/2009	CHILTERN WATER	17775	287.50		CLEANING TANK & CHLORINATION
30/04/2009	UK MATS LTD	17776	190.33		MAT SERVICE
30/04/2009	SOUTH EAST EMPLOYERS	17777	340.40		SEE ASSOCIATE MEMBERSHIP
30/04/2009	P & T INDUSTRIAL	17778	130.18		WINDOW CLEANING
30/04/2009	LAMPS & TUBES LTD	17779	641.70		REPLACE DAMAGED CABLE
30/04/2009	TOTAL BUTLER	17781	1,048.69		DIESEL
30/04/2009	SLCC ENTERPRISES	17782	32.70		CONFERENCE PUBLICATIONS
30/04/2009	SONY PICTURES RELEASING	17783	69.00		PINK PANTHER 2
30/04/2009	GEORGE TUTILL LIMITED	17784	19.55		PVC PENNANTS
30/04/2009	KOMPUTER CONSULTANCY	17785	69.00		RESOLVE E-MAIL ISSUE
30/04/2009	CAROL WILES	17786	770.00		CONTRACT CLEANING
30/04/2009	EMAP COMMUNICATIONS	17788	205.00		LOCAL GOVERNMENT CHRONICLE
30/04/2009	PERFORMING RIGHT	17790	211.51		PRS GENERAL MUSIC USE
30/04/2009	TRAID AID	17764	32.40		FAIRTRADE SUPPLIES
30/04/2009	KATHRYN GRAVES	17766	96.40		REIMBURSEMENT EXPENSES
30/04/2009	CHESHAM BOIS VILLAGE APP	17780	40.00		BOIS OWN SPRING 2009
30/04/2009	BUCKS COUNTY COUNCIL	17787	7,331.78		SUPERANNUATION APRIL 2009
30/04/2009	CASH	17789	200.00		MAYORAL ALLOWNCE 2008/09
30/04/2009	MRS RACHEL WATTS	17791	37.00		IN BLOOM STALL CARNIVAL
30/04/2009	CASH	17792	183.08		POOL PETTY CASH

Total Payments	<u>195,997.44</u>
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CHESHAM TOWN COUNCIL

INFORMATION SHEET FOR COUNCILLORS TO THE COUNCIL MEETING

OF 22nd June 2009

List 2 of 2009/10

6. Town Council Surgery 16th May 2009

Details of the concerns raised at the Town Council Surgery which was held on 16th May 2009 are to **follow**.