

**CHESHAM TOWN COUNCIL**

**MINUTES of the meeting of the POLICY AND RESOURCES COMMITTEE**

held on Monday 10<sup>th</sup> January 2005

**PRESENT** Councillor Ms. J.E. Bramwell, Chairman (presiding)

Councillor	V.M. Abraham	Councillor	C.H. Spruytenburg
"	A.K. Bacon	"	Mrs P. R. Wilkinson, MBE
"	M.Z. Bhatti	"	P.W. Yerrell
"	N.L. Brown		

**In Attendance**

Councillors: E.L. Bamford, M. Fayyaz, Mrs P.R. Lindsley and Mrs A.M. Pirouet.

Officers	W. Richards	-	Town Clerk
	S.D. Pearson	-	Finance & Contracts Manager
	S. Butt	-	Policy & Projects Officer

An apology for absence was received from Cllr. P. Woodburn.

55. **DECLARATIONS OF INTEREST**

There were no declarations of interest brought to the Chairman's notice.

56. **MINUTES**

It was

**RESOLVED**

that the minutes of the meeting of the Policy and Resources Committee held on 15<sup>th</sup> November 2004 be confirmed and signed by the Chairman as a true record.

57. **BYE-ELECTION IN WATERSIDE**

The Clerk advised the Committee that, following the resignation of the Waterside ward Member, Councillor M.J. Walker, he had received notification from Chiltern District Council that the prerequisite number of requests from electors had been received to necessitate a bye-election. The election date has been provisionally scheduled for 10<sup>th</sup> March 2005.

Members noted the additional costs of administering and issuing polling cards of approximately £400, which would be in addition to the other fees payable to the District Council for organising the election. In deciding whether to incur these additional costs, it was considered that the distribution of polling cards was desirable to assist in alerting all residents of Waterside that such an election would take place thereby increasing turnout and aiding the democratic process. However a view was expressed that such cards would be unnecessary if Members from all parties were actively canvassing in the area.

It was proposed by Councillor A.K. Bacon and seconded by Councillor C.H. Spruytenburg that '*Chiltern District Council be instructed to administer and issue polling cards to the electors of Waterside to inform them of the forthcoming election.*'

This proposal was **CARRIED** by five votes to one.

**Recording of votes**

*Councillor Mrs P.R. Wilkinson requested that her vote against this motion be recorded.*

It was

**RESOLVED**

that polling cards be distributed to the electors in the Waterside ward in regard to the bye-election scheduled for March 2005.

58. **'BUSINESS 4 BUSINESS' EXHIBITION 2005**

Members were in agreement of the importance in supporting business within the town and through the 'Business 4 Business' exhibition held annually at The Elgiva as it does much to promote the local economy. On the understanding that the Council would receive a prominent position, it was

**RESOLVED**

that £675 be approved from the revitalisation fund for Supporter Level sponsorship and a stand at the 2005 'Business 4 Business' exhibition.

59. **MAYORAL AWARDS**

The Committee considered the recommendations of the Mayoral Awards Working Party on the implementation of an awards scheme. It was noted that the scheme was proposed to have three categories, namely a People's Award, a Business Award and a Young Person's Award. Members were further advised that, while sponsorship was being actively sought, a sum of £100 had been allocated for this year. The main recommendations were agreed and welcomed by the Committee.

*Cllr. N. Brown entered the meeting at 7.40 pm.*

Members then discussed representation on the panels and particularly whether a member of the public should be included as a judge for the People's Award. After some debate, it was

**RESOLVED**

that the recommendations of the report be agreed in principle and the matter of the public being on the judging panel be determined at the next Council meeting.

60. **INTERNAL AUDIT**

The Committee noted the latest report from the Internal Auditor and his letter of resignation due to his perception of the prohibitive costs of liability insurance.

It was

**RESOLVED**

1. that the officers seek to undertake quarterly production of a trading account for The Elgiva bar and ice cream;
2. that the implementation of the Z reading control be noted;
3. that the officers be authorised to appoint a new internal auditor, subject to satisfactory experience and qualifications.

61. **PLAY EQUIPMENT INSURANCE**

The current insurance cover for the Council's play equipment was considered by the Committee. It was agreed that it is important for all the Council's facilities to have the appropriate insurance but as there was some uncertainty as to the precise definition of 'General Risks' as opposed to 'All Risks', it was

**RESOLVED**

that the matter be deferred to Full Council for determination once clarification on the different types of insurance available had been received.

*Note : Clarification has now been received from the Council's insurers. The additional cover, which costs approximately £380 per play area (4 in total) represents Accidental Damage, theft and lower excess. Malicious Damage and vehicle impact both covered under the lower restricted cover.*

62. **ESTIMATES 2005/06**

The Committee noted and agreed the proposed savings recommended by the Recreation and the Arts Committee on the 20<sup>th</sup> December 2004. In addition, the following 2005/06 budget amendments were agreed:

- Delete 'Business 4 Business sponsorship/stand costs' (to be funded within the Town Centre Revitalisation Fund) - £750;
- Reduce the football pitch husbandry programme from £3,000 to £1,000
- Reduce the Town Hall new equipment from £1,500 to £725

- Reduce the public conveniences costs by £750 due to deferred opening - May 2005;
- Reduce the play equipment maintenance budget from £2,500 to £1,500;
- Reduce the Town Centre Revitalisation initiatives 2004/05 carry over from £3,600 to £600 leaving an amended figure of £4,200 in the 2005/06 budget

The total savings detailed above amount to £8,275.

It was further agreed that, while The Elgiva be given the 3.4% budgetary increase as requested by The Elgiva Board of Management, any savings accrued at the end of the financial year be not carried over and ring-fenced for further projects at The Elgiva.

In light of the above recommendations and noting that the proposed precept would represent a 4.5% increase on the 2004/05 budget, it was

**RESOLVED TO RECOMMEND**

1. that the Council levies a precept of £663,815, and that the Revised Capital and Renewal and Repairs programmes, together with a statement of fund balances, be approved.
2. that any savings accrued by the Elgiva for 2004/05 be not carried over to the theatre's budget.

63. **FINANCIAL REPORT FOR EIGHT MONTHS**

The Financial Report for eight months to 30<sup>th</sup> November 2004 was presented. Following clarification on the democratic services budget and the Government Best Value grant therein, it was

**RESOLVED**

that the Report be noted.

64. **MAYORAL APPEAL FOR TSUNAMI VICTIMS**

The Mayor reported on his proposals to hold a charity dinner at the Town Hall on the 30<sup>th</sup> January 2005, the proceeds of which would be going to the recently set up Mayor's Charity Account. Councillor Bhatti advised that all monies raised during the remainder of his tenure of office would be for the Tsunami victims.

The Committee agreed to allow complimentary use of the Community Hall for this event, though it was noted that to in order that the Council do not exceed its powers, the Mayor would need to finance any staffing and other ancillary costs accrued during the evening.

It was

**RESOLVED TO RECOMMEND**

that complimentary use for the Mayor's Charity Dinner in aid of the tsunami victims scheduled for the 30<sup>th</sup> January 2005 be agreed.

65. **INFORMATION ITEMS**

Members duly noted the information items listed on Sheet No. 21.

66. **CLOSE OF MEETING**

The meeting closed at 8.23 pm.

CHAIRMAN

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