

FINANCE AND GENERAL PURPOSE COMMITTEE

Minutes of the meeting of the Finance and General Purpose Committee held on Thursday 9 July 2009. Meeting commenced at 6.00 pm.

Present Chairman: Cllr Mrs Binns
Cllrs P Adams, J Capel, P Davies, Ms Hazell, and M Taylor

Also present Cllr Ms J Richardson, B Slater and P Wallis.

Officer: Mrs Janet Holmes

1076. Apologies for absence

An apology for absence was received from Cllr P Plant

1077. Declarations of interest

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting

1078. Public Forum

No member of the public was present

1079. Matters Arising not covered in the minutes

1018 Staffing needs of the office

The future needs of the administration had not yet been discussed. It was suggested that all the Council's staffing requirements should be subject to an independent review.

It was acknowledged that clerical assistance was needed in the office to cover the needs of the additional meetings during the holiday period, and additional accountancy skills were required over the next few months.

The following measures were AGREED

1. Cllr Capel to undertake some finance work over the short term [on a contractual basis]
2. Mrs J Willis to provide temporary clerical assistance to the cope with the needs of the holiday period

1021 Relocation of Council offices.

a. Move to alternative accommodation

Clerk to ascertain if the premises in the High St are still available. To commence the process to move to alternative offices and arrange the cancellation of services to Burnham Park Halls.

b.Storage of Council furniture.

There is an amount of furniture and historic records that need to be stored pending their use in the new building e.g light weight tables, stacking chairs, racking system, cardboard storage files.

AGREED that

- a. A suitable sized haulage container be purchased and placed where the old garage had been. The Clerk has received advice from Mr Franklin of South Bucks District Council Planning Department that as it would be in situ for a short period of time, no planning permission was necessary

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- b. Two temporary staff to be engaged for a week to undertake the removal and storage of equipment into the container and the salvage of a number of items from within the building prior to demolition

The Clerk declared an interest in the above as it was proposed that her husband, a qualified electrician, be one of the persons hired to undertake the work.

The committee AGREED that Mr Holmes be paid at the same rate as the other member of staff.

1020 Update on Halls progress report by Cllr Taylor

Cllr Taylor informed the meeting that a letter would be sent to PaceSetters stating that the Parish Council would like to work with them but that the appointment would be subject to members agreeing with the company the extent and cost of the services the Council requires.

It was agreed that the Part 2 item 6 "To receive an update on the Halls rebuilding project" would be considered under the newly formed Halls Redevelopment committee which would commence at the end of this meeting

1020 Grant Funding

An offer had been received for grant applications to be made on the Parish Council's behalf in return for the applicant retaining a percentage commission. The applicant wanted to have free access to the design team and a 15% commission. It was noted that most grant givers would not support a project that had been started and councillors did not wish to delay the project pending a grant decision hearing. In the case of lottery applications, the grants could be subject to changes in design or the Council having to pay back the funding if certain conditions had not been met.

After much discussion the committee decided that the terms and conditions proposed by the applicant were not acceptable and agreed not to pursue the matter.

1023 Mr Thomson's claim

Members were updated on the latest action by Mr Thomson. Cllr Pepler was working with the Clerk to produce a defence against Mr Thomson's County Court claim.

- 1080. To agree the Terms of Reference for the Halls Redevelopment Committee**
6.45 Cllr B Slater left to attend another meeting during the discussion of this item

The Terms of Reference for the Halls Redevelopment Committee were AGREED See Appendix.

It was further AGREED that The HRDC would report back to the Finance and General Purpose Committee when the funds were requested from the Public Works Loans Board and when they were released to the Parish Council The Finance and General Purpose Committee would produce a schedule of payments made on the project, to be regularly reported back to the Full Council.

There being no other business, the meeting closed at 7.20 pm