



<p>past, but the process needed to be revisited to ensure councillors and officers are added to the mandate with the appropriate levels of authority.</p> <p>The clerk suggested that the Council should apply for a credit card. The minimum limit is £1000. This will enable officers to make certain purchases which are currently difficult to administer with a cheque. For example, purchases made over the internet.</p> <p>The council agreed that the clerk should move ahead with both these projects.</p> <p>The clerk also recommended that the whole area of payments should be reviewed in light of risks and controls.</p> <p>GC agreed to meet with the clerk to oversee these projects and to discuss in more detail</p>	<p><b><u>GC</u></b> <b><u>Clerk</u></b></p>
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**ITEM 8. LAF FUNDING UPDATE**

<p>The clerk reported that 3 notifications had been received from Bucks County Council in relation to successful LAF funding bids.</p> <ol style="list-style-type: none"> <li>1) Zebrites – request from BCC to confirm matchfunding</li> <li>2) Social Isolation Project – Fully funded project resource</li> <li>3) Hopper Bus Trial – Community and Safety asked to confirm the matchfunding request</li> </ol>	<p><b><u>Action</u></b></p>
<p>On Zebrites, the clerk has been informed that the matchfunding had been promised through Cllr Cranmer but this requires clarification</p>	<p><b><u>Clerk</u></b></p>
<p>On Social Isolation, some discussion took place around why this was coming through this committee, or the Town Council. AP agreed to clarify this with Cllr Cranmer</p>	<p><b><u>AP</u></b></p>
<p>On the Hopper Bus Trial it was agreed to include the £3810 match funding requirement in next year's draft budget</p>	

**ITEM 9. FUNDING REQUEST FROM OPEN SPACES**

<p>The Open Spaces committee requested funding of £150 to support the litter picking activities AP asked whether the town council should drive an initiative to clean up the town. PH expressed concern that in doing so, it could lead to SBDC not delivering their services (ie if the work had already been done).</p> <p>The clerk stated that SBDC were in process of restoring Beaconsfield Street Cleaner which might help the issue.</p> <p>PB proposed the funding request be approved, CO seconded and the meeting approved.</p>	<p><b><u>Action</u></b></p>
<p>Open Spaces also requested that the committee underwrite a potential shortfall in funds to undertake a Christmas light switch on event. As several donations have been promised, it is most likely that the project will still fall within budget, but the arrangements need to be put in place ahead of knowing if these funds will appear.</p> <p>The committee discussed a number of issues with regard to such an event including whether the car park would need to be closed; is there time to organise the event? Who would undertake to organise? PB was concerned about liabilities in relation to using volunteers for electrical switch on. Clerk will check public liability insurance.</p> <p>AD will find out what is possible.</p>	<p><b><u>Clerk</u></b></p> <p><b><u>AD</u></b></p>
<p>PB proposed to approve the possible expenditure for Option 1 of the proposal for the tree on the London End roundabout. AD seconded and the meeting approved.</p>	

**ITEM 10. DEVOLVED SERVICES**

<p>A discussion took place around the offer from Bucks County Council to continue to deliver devolved services (Offer 1 Silver) and to consider whether to increase the scope of those services to Offer 2 Gold.</p> <p>In the past, the council have prudently put aside funds in reserve in this regard and it was suggested that this should continue.</p>	<p><b><u>Action</u></b></p>
<p>Several councillors were concerned that there had been a degree of 'scope creep' with regard to what were are expected to deliver over what the original proposal had been and asked if it will be possible to put a more detailed contract in place. The clerk will investigate.</p>	
<p>PB proposed that the council continue with the Offer 1 Silver agreement, AP seconded and the meeting approved</p>	

**ITEM 11. Discussed with Financial Statements in item 5**

**ITEM 12. GOVERNANCE UPDATE**

The clerk reported that there appeared to be a number of items of policy that would benefit from review and updating. A list of these policies to be compiled by the clerk	<b>Action Clerk</b>
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**ITEM 13. DRAFT NEWLETTER**

The draft newsletter has been checked and edited by AP. Cllr Read had input to the process. It was suggested to add the TC logo to the other logos Delivery will be through the Post Office and will be to ALL Beaconsfield addresses at the same cost as the previous newsletter. A number of minor amendments were made to text. PH suggested that this would develop into something with more pages, perhaps a small booklet.	<b>Action</b>
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**ITEM 14. IT UPDATE PROPOSAL**

The clerk presented a number of quotations and a verbal report about upgrades required to office systems for efficiency. These included; Either a NAS box or a Server solution to the hardware, where the clerk recommended the server solution. An additional PC so all office staff had access to email and admin ability A monitor and keyboard for the Project officer to add to the laptop Implementing Office 365 mailboxes for councillors to deal with the issue where the mailboxes fill up Implementing Office 365 premium for office staff.	<b>Action</b>
The quotations were from the council's IT supplier of several years, IT Mighty. The committee asked the clerk to get additional quotations.	<b>Clerk</b>

**ITEM 15. REQUEST FOR DONATION**

A request for a donation had been received from Mission Bucks. This did not meet the council's funding criteria	<b>Action Clerk</b>
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Note: The meeting, having commenced at 7.45 pm, terminated at 21.53 pm. Press and public were excluded and the meeting moved to Part II

Part II Minutes of Resources Committee meeting – 26 <sup>th</sup> April 2018 and 5 <sup>th</sup> July 2018 Town Hall Matters CCTV Council Owned Land Staff Matters	
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