

CHESHAM TOWN COUNCIL
MINUTES of the meeting of the CORPORATE SERVICES COMMITTEE

held on 12th June 2023

Councillors:

Councillor Alan Bacon	Councillor Mohammad Fayyaz
Councillor Joseph Baum	Councillor Francis Holly
Councillor Simon Booth	Councillor Chasey Hood
Councillor Majid Ditta	Councillor Rachael Matthews

In attendance:

Louise Steele	Interim RFO
Ashley Myers	Head of Corporate Services
Georgina Fernandez	Democratic Services Officer

Prior to the meeting commencing, Councillor Baum welcomed and introduced Louise Steele, Interim RFO to members.

7. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Fulford. These were noted and accepted by members.

8. DECLARATIONS OF INTEREST

There were no declarations of interest.

9. MINUTES OF PREVIOUS MEETINGS

These were noted and approved by members.

10. ACTION TRACKER

This was noted and approved by members.

RESOLVED:

- i) **Councillor Baum to liaise with The Community, Economy & Environment Manager for an update on the installation of LED lights & solar panels**

11. DRAFT TERMS OF REFERENCE

RESOLVED:

- i) **These were noted and approved by members to be presented to full Council on Monday 19th June, 2023**

12. YEAR END FINANCIAL POSITION 2022-2023

The Interim RFO introduced the report which she said was self-explanatory, the bottom line being that there was overspend in the financial year 2022/23 against the budget, and as a consequence a lot of reserves are starting to be used. The Council is not blessed with huge reserves, and the on-going pressure on them gives cause for concern.

Councillor Baum said that The Interim RFO was right to mention the reserves and asked if there were any items in the spend that she would flag, thinking longer term. The Interim RFO replied that she did not currently have that knowledge and had not looked at patterns of expenditure.

Councillor Booth said that we need to be conscious of our reserves and this is a conversation going forward about our spending requirements.

Councillor Holly asked if there are any savings going forward that can be looked at. The Interim RFO confirmed that the budget for the year had already been set which already has pressures. For an ambitious council there is an issue with spending against finances and that she was happy to review this. Councillor Matthews was of the view that this was needed as a priority, as if we have used reserves we need to be realistic about what we can achieve.

RESOLVED:

- i) Interim RFO to review finances, spending against reserves, and report to the extraordinary Corporate Services Committee on 17th July 2023**
- ii) That members approve the year end final accounting position for 2022-23**
- iii) That members approve the unaudited statement of accounts for 2022-23**

13. EXTRAORDINARY CORPORATE SERVICES COMMITTEE 17th JULY 2023

Councillor Baum confirmed that an extraordinary meeting was required on 17th July as there is a statutory requirement to sign-off the AGAR documentation. The Interim RFO confirmed that the internal auditor was visiting on June 27th and that a report should be completed by early July to review at this meeting.

RESOLVED:

- i) Democratic Services Officer to set-up the Extraordinary Corporate Services Committee on July 17th and circulate invitations to members**

14. UPDATE ON CEO & INTERIM RECRUITMENT

Councillor Baum confirmed that an exit interview with The Chief Executive Officer had taken place, with The Mayor, Councillor Bacon and himself in attendance. He was of the view that the Chief Executive Officer had left his role in a reasonably happy state and that he had worked until his last day and was happy to keep in touch.

Councillor Baum confirmed that another interim position was being considered with an interview taking place on 13th July. Also, that a sub group had been set-up to look at permanent hires and to review the overall structure of the council. Councillor Booth proposed a timeline be mapped out to help keep focus/ on track. Councillor Baum agreed that this would give the sub group, committee, town council and staff, confidence.

RESOLVED:

- i) Democratic Services Officer to organise sub group meeting**

The meeting closed at 7.54pm.