

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

held on 13th November 2023

Councillors:

Councillor Alan Bacon	Councillor Justine Fulford
Councillor Joseph Baum	Councillor Francis Holly
Councillor Simon Booth	
Councillor Mo Fayyaz	

In attendance:

Jane MacBean	Councillor
Louise Steele	Interim RFO
Nina Villa (remotely)	Interim CEO/Town Clerk
Georgina Fernandez	Democratic Services Officer
Danny Essex	Head of Operational Services
Ashley Myers	Head of Corporate Services

35. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Matthews and Ditta.

36. DECLARATIONS OF INTEREST

There were no declarations of interest.

37. MINUTES OF PREVIOUS MEETINGS

The minutes of the Corporate Services Committee on 11th September 2023 were noted and approved by members.

38. ACTION TRACKER

This was noted and approved by members.

Councillor Baum asked to be copied in on correspondence with regards to The Living Wall.

39. IMPLEMENTATION OF 2023-2024 STAFF PAY AWARD

In accordance with Financial Regulation 7.3 the Committee considered a report seeking consent to implement the 2023-24 NJC pay award for all staff and to complete the implementation of the 2022-23 NJC settlement.

RESOLVED:

- i. To implement the 2023-24 pay award for all staff back dated to 1 April 2023;**
- ii. To move staff currently employed on SCP1 to SCP2 back dated to 1 April 2023; and**
- iii. That former members of staff who request the back dated element of pay should receive it.**

40. CREDIT CARD POLICY

An updated credit card policy was presented by the Head of Corporate Services.

RESOLVED:

That the revised Credit and Fuel Card Policy is recommended to Council for adoption.

41. CLOCK TOWER

To consider a report on the Clock Tower and to consider whether to include this as a project for inclusion in the 2024/25 budget.

It was noted that going forward servicing of the clock tower should be scheduled periodically.

RESOLVED:

- i. The report was noted by Councillors**
- ii. Democratic Services Officer to set up a meeting for the property & assets working group with ██████████ to attend.**
- iii. The Head of Operational Services to source three quotes for the scaffolding.**
- iv. The Head of Operational Services to determine/ source if a previous structural survey has been carried out on the clock tower.**

42. MOOR HARD STANDING

To consider a report recommending repairs to the Moor Hard Standing.

RESOLVED:

- i. It was resolved that the quote for repairs be approved if an alternative/ cheaper option cannot be sourced.**
- ii. The Head of Operational Services to contact HS2 to explore the possibility of a waste product donation.**
- iii. The Head of Operational Services to consider a longer-term solution for Moor Hard standing.**

43. PARKS AND PREMISES

To consider a report on the condition of the Rest Room and whether to include this as a project for inclusion in the 2024/25 budget.

The Head of Operational Services confirmed that staff had been consulted for this report and share these views. The current conditions are a barrier to staff recruitment and currently all staff only share one toilet. Updating is required to comply with current regulations.

RESOLVED:

- i. It was resolved to include Parks and Premises as a project for inclusion in the 2024/25 budget.**
- ii. The Head of Operational Services to speak with the previous architect with regard to his thoughts on the premises.**

44. WOODLAND VIEW PLAY AREA

To provide an update on the current condition of the fence surrounding the play area.

RESOLVED:

- i. The report was acknowledged by Councillors**
- ii. The Head of Operational Services to look at alternative natural and environmental barriers e.g. hedging and to pursue match funding opportunities.**
- iii. The Head of Operational Services to confirm with ROSPA on recommended fencing for playgrounds.**
- iv. The Head of Operational Services to review quotes ready for presentation at budget setting.**
- v. Councillors to visit the site prior to budget decisions.**

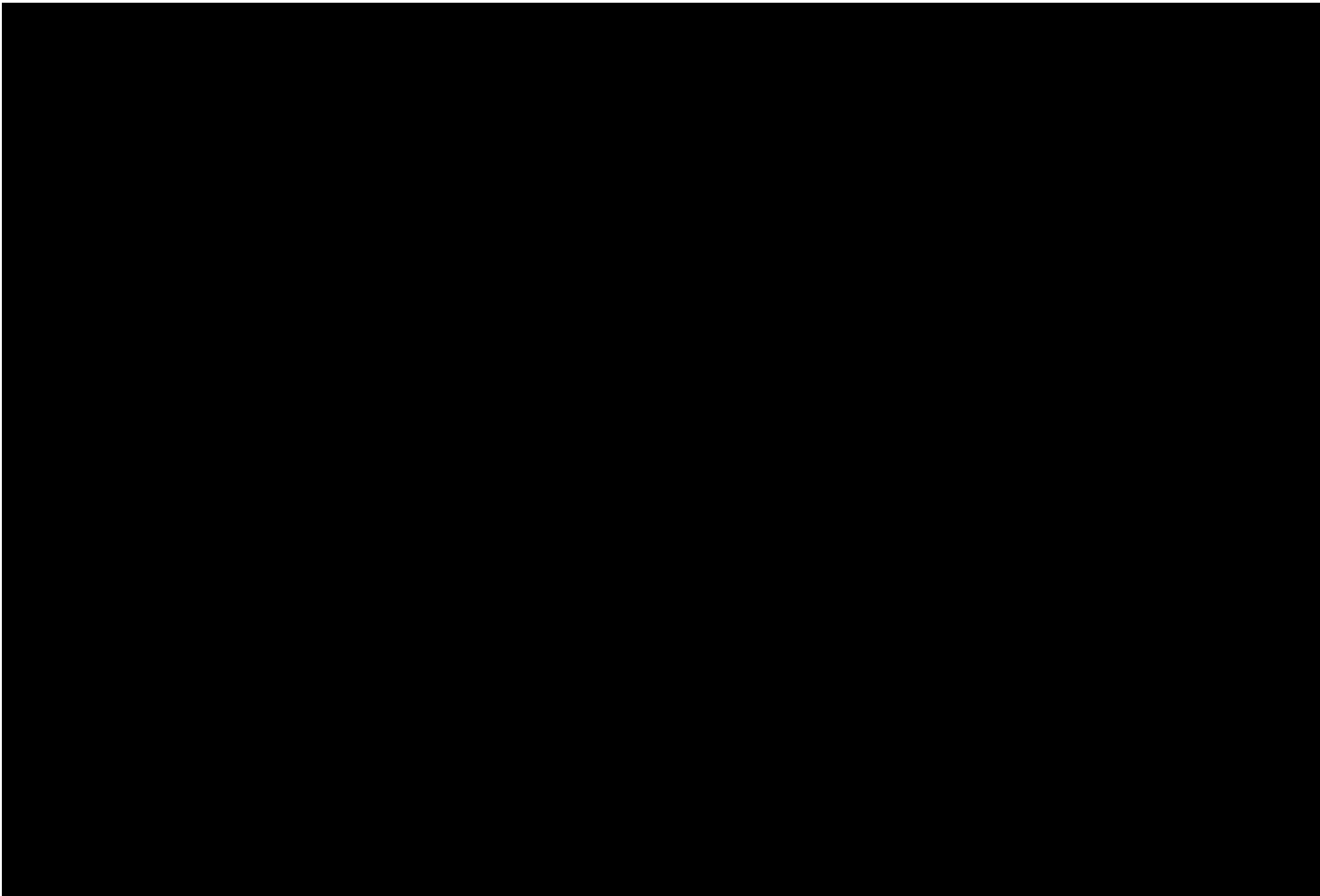
45. PLANS TO WELCOME THE NEW CEO

It was confirmed that the new CEO would commence work on 2nd January 2024 and that the second reference had been received and contracts signed.

RESOLVED:

- i. Democratic Services Officer to put a date in the diary, late January for a town Council get together.**
- ii. Interim CEO to check with the future CEO on dates available to meet staff and to consider a drop-in session for members.**

46. EXCLUSION OF PUBLIC AND PRESS





The meeting closed at 9.16pm.