

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

held on 11th September 2023

Councillors:

Councillor Alan Bacon
Councillor Joseph Baum
Councillor Simon Booth

Councillor Justine Fulford
Councillor Francis Holly
Councillor Rachael Matthews

In attendance:

Louise Steele
Nina Villa (remotely)
Kathryn Graves
Maria McGwynn

Interim RFO
Interim CEO/Town Clerk
Community, Economy & Environment Manager
Cemetery, Allotments & Open Spaces Manager

26. APOLOGIES FOR ABSENCE

No apologies for absence were announced – it was noted that some may have been offered but that these may have been sent to the Democratic Services Officer.

27. DECLARATIONS OF INTEREST

There were no declarations of interest.

28. MINUTES OF PREVIOUS MEETINGS

The minutes of the Corporate Services Committee on 17th July 2023 were noted and approved by members.

29. ACTION TRACKER

This was noted and approved by members.

30. AUDIT RECOMMENDATIONS UPDATE

The Interim RFO presented an update against internal audit recommendations made on the audit visits dated 25 April 2022, 23 January 2023 and 27 June 2023.

Members noted the contents of the report and tracker.

31. INTERNAL AUDITOR

Members reviewed the independence and competence of the Council's internal auditor

RESOLVED that:

- i. the agenda for the Annual Meeting of Council includes the appointment of the Internal Auditor as a standing item;**
- ii. in advance of each Annual Meeting of Council the Corporate Services Committee considers the independence and competence of the putative internal auditor; and**

- iii. **that this Committee makes a recommendation to Full Council that the ongoing appointment of IAC Internal Audit & Consultancy Ltd as the Council's internal auditor for the financial year 2023/24 be confirmed**

32. CEO RECRUITMENT – VERBAL UPDATE

Members noted the contents of an oral update on CEO Recruitment from the Interim CEO/Town Clerk.

33. CHESHAM CEMETERY UPDATE 2023

The Chair elected to receive this item before the items minuted at Minutes 30-32. Maria McGwynn was welcomed to the meeting and thanked for her report.

Members considered a report on capacity at the Cemetery and on plans to extend the amount of consecrated space available.

RESOLVED:

- i. **That the works for extending F Consecrated be considered as part of the budget process for 2023/24 and the necessary funding allocated in that budget**
- ii. **That Ms McGwynn update the Committee at a later date.**

34. LIVING WALL

Members considered whether or not to take any action in respect of a living wall at the Town Hall. Buckinghamshire Council has informed the Town Council that it will no longer be responsible for maintaining the living wall and that if the Town Council chooses to take no action then Buckinghamshire Council will arrange for the living wall to be removed.

RESOLVED:

- i. **That officers should write to Buckinghamshire Council sharing this council's concern that Buckinghamshire Council should be seeking to remove a feature intended to address air pollution.**
- ii. **That the response from Buckinghamshire Council be shared once received.**

The meeting closed at 8.30pm.