

**CLEVEDON TOWN COUNCIL**

**MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 14<sup>TH</sup> JANUARY 2015 AT 7.30PM**

**Present:** Councillor C Francis-Pester Committee Chairman  
 Councillors, J. Geldart, G. Hill, L. Knott, P. McNeill, J. Middleton, T. Morgan, N. Pennycott, D. Shopland (7.45), G. Watkins, C. Wring  
 In attendance – Cllr West, Cllr A. Shopland. 1 MOP.  
 Town Clerk – Ms P. Heath,

**FGP 15/460 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors, B. Garner (other meeting), C. Hall (family commitment) & J. Norton-Sealey (family commitment),

**FGP 15/461 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**FGP 15/462 RECEIVE AND APPROVE THE MINUTES OF PREVIOUS COMMITTEE MEETING**

The minutes of the Finance & General Policy Committee meetings held on 12<sup>th</sup> November 2014 and ratified by Council on 17<sup>th</sup> December 2014 were accepted.

<b><u>PART 1</u></b>
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**FGP 15/463 RECEIVE REQUEST FROM CLLR J WEST TO BECOME A MEMBER OF FGP COMMITTEE**

Proposed seconded and **RECOMMENDED to COUNCIL** that Cllr J West becomes a member of the Finance & General Policy Committee

**FGP 15/464 MAKE RECOMMENDATION TO COUNCIL ON 28/1/15 FOR THE 2015/2016 BUDGET**

Proposed, seconded and **RECOMMENDED to PRECEPT** that the 2015/2016 budget should be £313965.00. Members noted the reduced allocation from NSC of the local Government finance settlement of £17703.

**FGP 15/465 MAKE RECOMMENDATION TO COUNCIL ON 28/1/15 FOR THE 2015/2016 PRECEPT**

Proposed, seconded and **RECOMMENDED to PRECEPT** that the Town Councils precept is £296262 which equates at the Band D level to £39.25

<b>PART 2</b>
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**FGP 15/466 RECEIVE AND AGREE THE FGP COMMITTEE BUDGET 2014/2015.**

Members received and noted the finance papers that had been circulated with the agenda. Members discussed the figures in detail

Cllr D Shopland arrived at 7.45pm

**FGP15/467 DISCUSS A LETTER OF SUPPORT FOR THE MV BALMORAL AND MAKE A RECOMMENDATION TO COUNCIL IF ANY FINANCIAL SUPPORT IS TO BE OFFERED.**

Members discussed the information received at the Council meeting held on 17<sup>th</sup> December from the presentation made by the representative of MV Balmoral Trust.

*At the Committees request and with their agreement the Chairman suspended standing orders to enable Mr G Hale who is a member of the trust to answer questions.*

Mr Hale explained the current financial situation in respect of the funding required to enable the boat to carry out its programme of sailing. The money raised so far had been used to ensure the boat was made seaworthy and obtained its certificate of sail. Money was now required to employ, train, and equip the crew to obtain the passenger licence, and also to promote the boat and its intended schedule of sailings; all before the boat can start earning any income.

The MVBalmoral is still in the ownership of the Waverley Trust but once the legal issues had been resolved, complicated by the Waverley Trust being subject to Scottish Law and the Balmoral Trust being subject to English Law, it will be sold to the Balmoral Trust.

*Standing order were reinstated*

Following a discussion it was proposed, seconded and **AGREED** by 10 votes to 0 to provide a grant of £1000 payable from the small grants fund in 2014/2015. And to provide a further grant in 2015/2016 upon application when the boat has been purchased, the mortgage transferred and a sailing schedule confirmed.

**FGP 15/468 RECEIVE AN EMAILED REQUEST FOR FUNDING ASSISTANCE FROM LAND YEO FRIENDS.**

A copy of an email from Land Yeo Friends had been circulated with the agenda. Members discussed the path and the current muddy and wet state. Proposed, seconded and **AGREED** by 10 votes to 0 to pay a grant up to £100 towards the purchase of the plaque subject to the costings being sent to the Town Clerk.

It was **AGREED** that the Transport & Highways Committee would look at the state of the footpath in general.

**ACTION** Transport & Highways Chairman.

**FGP 15/469 RECEIVE LETTER OF REQUEST FROM CLEVEDON PIER FOR GRANT FUNDING 2015/2016**

Members discussed at great length the request from the pier, the letter of request having been circulated with the agenda. Members noted that the grant of £30,000, as part of the

HLF match funding, had been paid and also over many years a standing grant of £10,000 had been paid to assist with the revenue requirement of running the pier. Members noted the requested amount in the letter but felt that considering the funding already made to the pier and the grants being required by other organisations in the town it was proposed, seconded and **AGREED** by 6 votes to 4 to allocate an amount of £5000 to the Pier Trust in 2015/2016 budget. Members noted this would be included in the budget discussion and recommendation to precept.

**FGP 15/470 REVIEW THE DECISION TAKEN UNDER 14/469, – THE PHOTOCOPIER-FOLLOWING RECEIPT OF ADDITIONAL INFORMATION.**

The Town Clerk informed the members of details of the contract with the selected company along with concerns raised. Members discussed the concerns but agreed by 8 votes to 0 to continue with the contract.

**FGP 15/471 RECEIVE DETAILS OF NALC SUBSCRIPTION AND DECIDE IF THE TOWN COUNCIL WISH TO REJOIN.**

Following a discussion it was proposed, seconded and AGREED to take up membership at the reduced rate of £1287.31 for 1 year; the Council will review its membership in November/December.

**FGP 15/472 RECEIVE AND DISCUSS FROM COUNCIL ALTERATION TO COUNCIL AGENDA FORMAT A STANDING ITEM ON THE COUNCIL AGENDA –**

“To receive reports and information from Clevedon North Somerset Councillors, on matters of urgency only, and relating directly to Clevedon, at the agreement of the Chairman”

Following a discussion it was **AGREED** by 10 votes to 0 to include the item on all future Council agendas. It was amended to show the words “on matters of urgency only” in bold and underlined.

**FGP 15/473 DISCUSS THE BUDGET REQUIREMENTS OF THE F&GP COMMITTEE FOR THE 2015/2016 BUDGET AND DRAFT 3 YEAR FORWARD BUDGET**

A copy of the Finance & General Policy budget was circulated with the agenda. Proposed, seconded and **AGREED** by 10 votes to 0 the following FGP Budget for 2015/2016

WAGES			
	Town Clerk	29400	
	Committee Clerk	9350	
	Admin Assistant	9600	
	Caretaker	6000	
	pension ers contribution	5769	
	paye ers contribution	2600	
	Staff Travel Expenses	152	
	wages Contingency	1000	
OFFICE EXPENSES			
	postage	700	
	stationery	700	
	photocopier Maintenance	1500	

	Adverts	300	
	Water Cooler & Refreshments	600	
	Purchase office equipment	1000	
	bank charges	200	
	Telephone	900	
	Broadband	250	
	website management	500	
	Back up and Server Fee	300	
	Newsletter	2000	
	Subscriptions	1500	
	audit fees	1200	
	Conference & Training	1500	
	Accounts software & Maintenance	550	
	insurance	6000	
	Chairman's Allowance	1600	
	Council Hospitality	1700	
	Wreath & Memorial payments	50	
	Council Photograph	350	
	Councillors Travel Expenses	250	
	Document Archiving	2500	
	Elections	9000	
	Interest Received		1500
GRANTS			
	CAB	20000	
	General grants under powers	10000	
	Sea Front & Events Team	2500	
	Clevedon Pier HLF	5000	
	The Barn Children Centre	23100	
	Twinning	500	
	RBL 50% band	500	
	YMCA youth worker	10000	
	CCA	3000	
	Marine Lake HLF	20000	
PUBLIC CONVIENIENCES			
	Interest Payment	15500	
	Payment to Contractor	20000	
	COMMITTEE TOTAL	229121	1500

**FGP 15/474 DISCUSS AND AGREE THE BUDGET REQUESTS FROM ALL COMMITTEES FOR 2015/2016;**

A copy of the budget sheets had been circulated with the agenda; these were discussed in detail by the members.

Allotments – it was noted that the income from allotments is not included in the budget. It was agreed to discuss during the year the funding of allotments for the 2016/2017 budget

TEA – a proposal to reduce the budget by £4000 was defeated by 7 votes to 2.

T&H a proposal to reduce the budget by £6000 was defeated by 7 votes to 2.

All the budgets will be confirmed at the precept meeting on 28<sup>th</sup> January 2015.

*The following items will be heard under section 1 (2) Public Bodies (admission to meetings) Act 1960 due to the confidential nature of the business to be discussed in regards to staffing.*

**FGP 15/475 RECEIVE AND CONFIRM THE MINUTES OF THE STAFFING SUB-COMMITTEE DATED 28<sup>TH</sup> NOVEMBER 2014.**

The minutes of the Staffing Sub- Committee meetings held on 28<sup>th</sup> November 2014 were agreed as a correct record and signed by the Chairman.

**FGP15/476 RECEIVE AND CONFIRM THE MINUTES OF THE STAFFING SUB-COMMITTEE DATED 8<sup>TH</sup> JANUARY 2015.**

The minutes of the Staffing Sub- Committee meetings held on 8<sup>th</sup> January 2015 were agreed as a correct record and signed by the Chairman; these had been circulated by email with copy available at the meeting,.

SSC15/25 - Following a discussion it was agreed to **RECOMMEND to the FINANCE & GENERAL POLICY COMMITTEE** that subject to discussions with staff members that the Council purchase up to 100% of the TOIL held at 31<sup>st</sup> December 2014. **AGREED BY 10 VOTES TO 0**; the funding for which would be taken from reserves

**FGP 15/477 DETERMINE PART I AND PART II ITEMS.**

The following part 1 items were agreed – Agenda item 9 the inclusion of Cllr West into FGP members. Agenda items 14 & 15 in respect of the budget and precept which are to the Precept Meeting on 28<sup>th</sup> January 2015.

Meeting closed at 9.40 pm

CHAIRMAN ..... DATE .....