

CLEVEDON TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 13TH MARCH 2011
AT 7.30 PM.

Present: Councillor C Francis-Pester Committee Chairman
Councillor C Blades, B. Garner, C Hall, L. Little, J Middleton, D Shopland,
Town Clerk – Ms P. Heath,

INFORMAL
CAB

The Manager of the CAB made a presentation asking for grant funding for 2011/2012 to assist with the provision of services in Clevedon. In response to questions raised by members it was explained that much of the service in Clevedon was for Clevedon residents who either did not have easy face to face access to the statutory services at Weston-super-Mare or who's problems were with the statutory bodies. Many of the clients had complex issues that could not be solved by just one statutory department. With cuts being made in staff and finances by the local authorities more and more reliance was being made on the CAB trained advisors, client sometimes being referred by local authority officers who did not have the training required to deal with complex issues. Grant request at the meeting £30,000

The Barn

Chairman and Treasurer of the Clevedon Community Children's & Youth facility "the Barn" made a presentation asking for grant funding for 2011/2012 to assist with the provision of services and maintenance of the Building. In response to questions the agreement and cooperation between North Somerset Council youth provision and "the barn" was explained. The only funding of the building by North Somerset Council was in respect of hire of rooms and the service level agreement.

FORMAL

FGP 11/112 APOLOGIES FOR ABSENCE.

Apologies were received and accepted from Cllr T Morgan (family commitment), Cllr J. Norton-Sealey (other commitment) & Cllr C Wring (family commitment)

FGP 11/113 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda

FGP 11/114 MINUTES OF THE PREVIOUS MEETING

The minutes of the Finance & General Policy Committee meetings held on 9th February 2011 and ratified by Council on 23rd March 2011 were accepted.

FGP 11/115 TO RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS

A copy of the financial spreadsheet was circulated with the agenda, discussed and noted.

FGP 11/116 MAKE A DECISION ON THE GRANT FUNDING BIDS FOLLOWING INFORMATION RECEIVED IN THE INFORMAL SESSION

CAB – Proposed seconded and **AGREED** to pay a grant amount of £20,000 as per the budget allocation

The Barn – Proposed seconded and **AGREED** to pay a grant amount of £10,000 as per the budget allocation.

As the grant amounts had been allocated in the budget and the Finance and General Policy Committee terms of reference gave the authority to allocate the grants this would not be a part one item.

FGP 11/117 THE TIME TABLE FOR GRANT APPLICATIONS FROM CLUBS AND ORGANISATIONS IN THE TOWN AND AGREE IF ONE OR TWO GRANT MEETINGS SHOULD BE HELD IN 2011/12

Following a discussion, it was agreed that the Council would only have one grant allocation meeting in 2011/2012. The forms being sent out in April/May with the deadline being 25th May for the 8th June meeting.

FGP 11/118 QUOTATION TO UPGRADE WEB SITE TO ENABLE PUBLISHING OF EXPENDITURE OVER £500 AS PER NEW ACCOUNTS & AUDIT REGULATIONS

Proposed seconded and **AGREED** to accept the quotation of £250 to provide the control mechanisms on the web site to enable the publishing of all expenditure over £500 as per the government's requirement.

FGP 11/119 NOTIFICATION OF GREEN BAG PRICE INCREASE AND CONFIRM INCREASE IN SALE PRICE.

Members noted the details of purchase of the green bags from NSC and the resulting increase in price. Proposed seconded and **AGREED** to increase the sale price to £1.50 per bag in line with recommended price and that charged by other local outlets.

FGP 11/120 IF PACT CAN USE THE TOWN COUNCIL LOGO ON THEIR HEADED NOTEPAPER.

Members discussed at length the use of the Town Councils logo by clubs, and organisations in the town, many without the agreement of the Town Council. It was felt that the new council should look to re-establishing the exclusivity of the use of the logo and **AGREED** by a vote of 4 – 1 not to allow PACT to use the logo.

FGP 11/121 INTERNAL AUDIT, RECEIVE DETAILS OF INTERNAL AUDIT COST CHECK AND NOTE RECEIPT OF EXTERNAL AUDIT PAPERS.

As part of a cost check members were given details of an alternative quotation for an internal audit and also in preparation of establishing the cost should the current internal auditor decide not to continue; members noted the cost. Members noted the receipt of the external audit papers and the proposed changes to the external audit system with the disbanding of the Audit Commission and the requirement to seek new external auditors at commercial rates. It was acknowledged that with the proposed changes next years budget for Audit would have to be considerably higher than in the past.

FGP 11/122 TO RECEIVE DETAILS OF MEMBERS FUND AND BALANCES HELD

Following comments made at the last committee meeting the Town Clerk informed members that the Members Fund stood at £104. The fund that was administrated each year by the Vice Chairman was to provide gifts, wreaths, and cards from the Councillors as apposed to the Council, funding was raised by annual donation from Councillors. It was agreed that the Town Clerk in conjunction with Cllr Shopland would draw up a policy and procedures relating to the fund for the new council.

FGP 11/123 CHAIRMAN ITEMS FOR INFORMATION ONLY

There were no Chairman's items for information

FGP 11/124 TO DETERMINE PART I AND PART II ITEMS

There were no part 1 items

The meeting finished at 8.44 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date