

CLEVEDON TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 4TH JULY 2012 AT
7.30PM

Present: Councillor C Francis-Pester Committee Chairman
Councillor, B. Garner, J Geldart, C Hall, G. Hill, L. Little, J Middleton, P
McNeill, T. Morgan, N. Pennycott, D. Shopland, A Walker & C. Wring.
Town Clerk – Ms P. Heath,

PUBLIC SESSION

Heather Brumby, Gail Smith and Neil Foster made a presentation on the Clevedon Local Commissioning Network (CLCN) for Children services. Following on from budget reductions and realignment of services the CLCN was set up to bring all youth service providers, groups and organisation which provide activities used by young people and the users together under one umbrella group. This will unite the fragmented youth provision in the area. The CLCN would through the users and youth groups identify the needs then commission providers to fulfil that need. The age range being targeted is the 0 -19 year olds but it is anticipated this would increase to 0 -25 year old. A copy of the group's bid for funding to NSC is available which outlines the initial projects they are undertaking. Cllr Geldart is the Town Council representative on the CLCN and will report regularly to the Council.

FGP 12/246 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors, C. Blades (family commitments), J. Norton-Sealey (family commitment), A Walker (illness), C Wring (family commitment)

FGP 12/247 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There was no declaration of interest for items on the agenda

FGP 12/248 MINUTES OF THE MEETING HELD ON 9TH MAY 2012.

The minutes of the Finance & General Policy Committee meetings held on 9th may 2012 and ratified by Council on 13th June 2012 were accepted.

In response to a question the Town Clerk explained the meaning of internal controls and internal auditor.

FGP 12/249 RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS

Following a detailed discussion Members noted the financial sheets that had been circulated with the agenda.

FGP 4th July 2012

10/08/2012

Subject to ratification by Council and Committee

PART 1

FGP 12/250 AGREE AND RECOMMEND THE NEW CODE OF CONDUCT AS PER LOCALISM ACT 2010

The Town Clerk explained the roots of the new code of conduct and the requirements under the Localism Act 2011. A draft code had been circulated with the agenda.. In response to a question it was explained that this was a code of conduct for members and not a code of conduct for members of the public. Following a detailed discussion on the role of Councillors the draft code was agreed for recommendation subject to clause 4.2 being amended to read “Championing the needs of residents” also clarify with full title Clevedon Town Council and North Somerset Council Monitoring Officer.

Proposed by Cllr Hill, seconded by Cllr Morgan and **RECOMMENDED** that Clevedon Town Council adopts the amended code of conduct as circulated at the Council meeting on 8th August.

FGP 12/251 AGREE AND RECOMMEND THE NEW REGISTER OF INTEREST FORMS

It was explained to Members the requirements under the Localism Act for a new register of interest to be completed by all members for interests which are detailed in the code of conduct. The new register also covers the Members wife spouse, or partner or anyone they are living with as wife spouse or partner. North Somerset is producing a draft form which unfortunately was not available for this meeting. The basic form will be universal to all Councils in England. In response to a question it was explained that failure to complete or failure to disclose pecuniary interest will be a criminal offence and could result in a fine and a ban from being a Councillor. The new form will be circulated to Councillors prior to the August Council meeting and must be completed and signed within 28 days of the Council adopting the Code of Conduct at the August meeting.

FGP 12/252 REVIEW STANDING ORDERS AND AMEND IN LIGHT OF LOCALISM ACT CHANGES

A copy of proposed changes to standing orders had been circulated with the agenda. Proposed by Cllr Francis-Pester, seconded by Cllr Hill and **RECOMMENDED** to adopt the changes to the standing orders as circulated.

1. Meetings
(ee). All members shall sit on at least 1 standing committee of the Council; Standing Committees do not include any Council designated sub-committees.
3. Proper Officer
Viii add to “...and shall update and keep a record on the Council’s web site”
[viii Retain a copy of every councillor’s register of interests and any changes to it and keep copies of the same available for inspection]
7. Code of Conduct – to comply with the new law
Remove words “a revised statutory code of conduct is expected to come into force in 2010”

Remove sub section c and d and replace with

C) A member who has disclosed a pecuniary interest either as

i) part of the register of interest,

or

ii) to the monitoring officer within the previous 28 days and is subject of a pending notice,

or

iii) Whose pecuniary interest is declared at the meeting -

shall leave the room and may not participate, or participate further in any discussions of the matter at the meeting or participate in any vote, or further vote, taken on the matter at the meeting, unless dispensation has been sought and obtained subject to section 33 of the Localism Act 2011 or as amended thereafter.

25 Power of well being

Remove; This is no longer applicable as the power has been withdrawn.

31 Allegations of breaches of the code of conduct – due to the new law re monitoring and the abolishing of the Standards board 31 should be removed and replaced with

a On receipt of a notification that there has been an alleged breach of the code of conduct the Proper Officer shall refer it to Monitoring Officer at North Somerset Council.

b The subject matter of notifications shall be confidential and, insofar as it is possible to do so by law, the Council shall take the steps set out below, together with other steps considered necessary, to maintain confidentiality.

i. Draft the summonses and agendas in such a way that the identity and subject matter of the complaint are not disclosed.

ii. Ensure that any background papers containing the information set out in standing order 31(a) above are not made public. Ensure that the public and press are excluded from meetings as appropriate.

iii. Ensure that the minutes of meetings preserve confidentiality.

iv. Consider any liaison that may be required with the person or body with statutory responsibility for the investigation of the matter.

c Standing order 31(d) above should not be taken to prohibit the Council through the Proper Officer from disclosing information to members and officers of the Council or to other persons where such disclosure is necessary to deal with the complaint or is required by law.

d. References in standing order 31 to a notification shall be taken to refer to a communication of any kind which relates to a breach or an alleged breach of the code of conduct by a councillor.

e. If a member reasonably believes another member is in breach of the Code of Conduct, that member is under a duty to report the breach to the monitoring officer of North Somerset Council

PART 2

FGP 12/253 RECEIVE THE INTERNAL AUDITORS REPORT

Members received and noted the internal auditors report. Members expressed their appreciation at the work undertaken by the Internal Auditor and confirmed 2012/2013 arrangements.

**FGP 12/254 RECEIVE AND NOTE THE APPOINTMENT OF EXTERNAL AUDITORS
2012/2013 TO 2016/2017**

Members noted the appointment of the External auditor and the fees schedule.

**FGP 12/255 AGREE EXPENDITURE FOR PUTTING THE REGISTER OF INTEREST
FORMS ON THE WEB SITE AS PER LEGAL REQUIREMENT**

Members were informed that the register of interests is required by law to be placed on the Principal Authority web site plus the Town Council web site. Following discussions with the Monitoring Officer at NSC it has been agreed that NSC will upload all the forms for District and Parish Councillors on to their web sites and the Town Council can provide a link through to the relevant page. This will save any duplication of work when the register is updated and prevents any inconsistencies between the NSC web site and the Town Council arising if one is changed and not the other.

FGP 12/256 REVIEW FINANCIAL REGULATIONS

It was agreed that all members would look at the financial regulations and any proposed changes be given in writing to the Town Clerk to be circulated with the next Committee agenda on 29th August (to be with the Town Clerk by 21st August). If no written adjustments are received the Financial Regulations will be approved as is for a further year.

**FGP 12/257 DISCUSS AND AGREE THE OFFER FROM WESTERN POWER
DISTRIBUTION FOR RENEWAL OF 21 YEAR LEASE RE HERBERT GARDENS
SUB STATION.**

Members discussed the offer from Western Power for an increase in the sub- station rent, following a short discussion this was approved and the Town Clerk given authority to sign the lease subject to solicitors' advice; Western Power will pay the solicitors fee.

FGP 12/258 NOTE THE RECEIPT OF THE MARINE LAKE BID CD

Members noted that the Marine Lake CD of the bid was available in the office.

**FGP 12/259 REVIEW COMMITTEE MEMBERSHIP NUMBERS AS PER REQUEST AT
ANNUAL STATUTORY MEETING**

Members discussed at length whether the revised allocation of committee membership operated by the Town Council over the last 3 years needed changing and whether the increased numbers on each committee is detrimental to the decision process. It was noted that Members could now sit on any Committee they had interest in and it was not reliant on political bias.

Proposed, seconded and **AGREED** by 7 votes to 3 that the current system of committee membership allocation i.e that the Committee would be all members who wished to sit on it, would continue

FGP 12/260 DISCUSS THE PRESENTATION MADE DURING THE PUBLIC SESSION ON CLEVEDON NETWORK.

Cllr Geldart as the Town Council's representative on the CLCN in response to a question explained how the funding for Children's services had altered and how it would work in the future. Members discussed the presentation and it was **AGREED** to ask the CLCN representatives to attend the December meeting to discuss future funding with a view of any requirement being considered by the Council at its precept meeting. It was noted that the TEA budget had £3000 allocated as Children's Event this would be discussed at the next TEA Committee meeting.

FGP 12/261 DISCUSS AND AGREE WHICH ASSETS AND SERVICES MEMBERS SPECIFICALLY WANT DETAILS ON WITH A VIEW TO NEGOTIATING THE TRANSFER AS PER MINUTE 12/224

In view of the lack of response with details from NSC and the problems being experienced by other neighbouring Councils in the same way it was **AGREED** to shelve all asset transfer discussions pending detailed information being available from NSC Executive.

FGP 12/262 RECEIVE FOLLOW UP TO THE PRESENTATION MADE TO COUNCIL ON PARKS AND STREET SCENE CONTRACT.

Members noted the presentation made at the Full Council meeting in response to the Committees request for information. In respect of the gully and their cleaning members were informed that this is not part of the Parks and Street Scene contract.

FGP 12/263 RECEIVE THE TOWN CLERKS REPORT ON THE HIGH STREET CAMP 25.05.2012

Members noted the report and the follow up information that the Town Clerk has met with the representatives from the Weston-super-Mare and Burnham on Sea bids and would continue to net work with them in the future.

FGP 12/264 RECEIVE AND AGREE THE DRAFT CODE IN RESPECT OF THE ID CARDS [12/237]

Members noted and **AGREED** the Code in respect of the use of the ID cards as circulated with the agenda.

FGP 12/265 CHAIRMAN ITEMS FOR INFORMATION ONLY

Pier Trust

Members were informed that a letter concerning the funding of the pier's visitor centre had been given to the Chairman of the Council. This would be placed on the agenda for the August Meeting.

FGP 12/266 TO DETERMINE PART I AND PART II ITEMS.

Part 1 items are agenda item 7) new Code of conduct, agenda 8) new register of interests and agenda 10) amendments to standing orders

The meeting finished at 9.26 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date