

**CLEVEDON TOWN COUNCIL**

**MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES 44 OLD STREET ON WEDNESDAY 16<sup>TH</sup> SEPTEMBER 2015 AT 7.30PM**

**Present:** Councillor C Francis-Pester Committee Chairman  
 Cllrs, N. Barton, J. Cook, J Geldart, G. Hill, J. Middleton, T. Morgan, J. West,  
 In attendance Mrs I Johnson, Deputy Town Clerk; Mrs S Howard, Admin Assistant

**FGP 15/525 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors, J Norton-Sealey & D. Shopland (family commitments)

**FGP 15/526 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**FGP 15/527 RECEIVE AND APPROVE THE MINUTES OF PREVIOUS COMMITTEE MEETINGS**

The minutes of the Finance & General Policy Committee meetings held on 22<sup>nd</sup> July 2015 and ratified by Council on 26<sup>th</sup> August 2015 were accepted and signed by the Chairman as a true record.

**FGP 15/528 RECEIVE AND AGREE THE FGP COMMITTEE BUDGET/ACTUAL SPREADSHEET 2015/2016.**

Members received and noted the finance papers that had been circulated with the agenda

**FGP 15/529 TO RECEIVE AND CONSIDER THE SMALL GRANT APPLICATIONS AS ALREADY CIRCULATED TO COMMITTEE MEMBERS**

Members discussed each grant application in detail, against the Councils criteria and policy. Proposed, seconded and **AGREED** the following allocations including those under LGA 1972 s137 as annotated.

Clevedon Sailing Club	£1,000.00	LGA 1972 s 137	<i>Subject to the remainder of the funding for the purchase of the dinghys being raised by the Club.</i>
Clevedon St Nicholas Fayre	£500.00	?	<i>Subject to the provision of accounts to substantiate how the grant is to be spent. Grant to be released on confirmation that the event will take place and the remainder of the funding is in place. LGA 1972 s 145(1)</i>
Clevedon United Junior FC	£350.00	LGA 1972 s 137	
Daylight Plus	£260.00	LGA 1972 s 137	
MARLENS – Friday Schools Day	£500.00	LGA 1972 s 137	
Vine Counselling Services	£200.00	LGA 1972 s 137	
West of England MS Therapy	£350.00	LGA 1972 s 137	

Members agreed not to provide a grant for Clevedon Community Book Shop.

**FGP 15/530 TO RECEIVE UPDATE BY THE WORKING GROUP ON THE WEB SITE CONTENTS**

Cllr Hill reported that he had met with the Town Clerk to discuss changes to the website layout and grammatical alterations to be undertaken by the Town Clerk.

A Councillor requested consideration of setting up email accounts for each Town Councillor. Should it be possible to set up these accounts it was emphasised that Councillors would still be required to administer the email accounts not the Council staff.

**RESOLVED:** To investigate the implications of setting up councillor email accounts and report back to the next meeting of the Committee.

**ACTION: Town Clerk**

**NOTE:** Newly elected councillors are invited to submit their suggestions for the website for the next review. Those Councillors with IT skills may wish to join the working group when the next review is carried out.

**FGP 15/531 TO RECEIVE THE RESULT OF THE BALLOT FOR TOWN & PARISH COUNCIL REPRESENTATIVE ON THE AVON PENSION FUND COMMITTEE**

Members NOTED that Councillor Cheryl Kirby of Yate Town Council had been elected as the Town and Parish Council representative on the Avon Pension Fund Committee.

**FGP 15/532 TO RECEIVE NOTIFICATION OF CHANGES TO THE AVON PENSION FUND AND IN ADVANCE NOTIFICATION OF POSSIBLE CHANGES TO CONTRIBUTION FROM 2016**

It was NOTED that there would be an increase in costs for employers in connection with the "strain on the fund" in respect of early retirement.

**FGP 15/533 TO RECEIVE A REQUEST FOR THE TOWN COUNCIL TO ADOPT A PHONE KIOSK IN BEACONSFIELD ROAD FOR £1 BY A MEMBER OF THE PUBLIC WHO WISHES TO TAKE OVER AND MAINTAIN IT.**

Members recalled that only Parish and Town Councils can formally adopt a phone box not individuals. The member of the public interested in restoring the phone box had restored two boxes last year and would do this work free of charge. It was agreed that the person should be made aware of the fact that ongoing liabilities concerning the phone box would be their responsibility not that of the Town Council and a contract to this effect would need to be drawn up.

**RESOLVED:** To agree to this request in principal and invite the member of the public to a meeting to make him aware of his ongoing responsibilities concerning the phone box and obtain information from him on the boxes he has restored.

**FGP 15/534 TO RECEIVE THE SW COUNCILS NEWSLETTER, CONTAINING INFORMATION ON 2016/17 PAY CLAIM PLUS INFORMATION ON EYE EXAMINATIONS**

The information on the changes to the personal allowance and the continuation of the public sector pay award of 1% per year for the next four years was NOTED. The newsletter also detailed the introduction of employers paying for employees eye examinations and glasses for staff who use VDU (Visual Display Units) for significant periods of time in the course of their work.

**FGP 15/535 TO RECEIVE DRAFT POLICY OF PAYING FOR EYE EXAMINATIONS RELATING TO ALL MEMBERS OF OFFICE STAFF WHO USE VDU**

The Town Council policy on the above was APPROVED without alteration.

**FGP 15/536 TO RECEIVE THE VALUATION OF THE ELTON WARE AND MISS PEDDER'S PICTURES**

The inventory and valuation drawn up by Clevedon Salerooms for the Town Council's insurance was RECEIVED AND NOTED.

**RESOLVED:** The current insurance cover for these items to be investigated.

**ACTION: Town Clerk**

**FGP 15/537 TO AGREE THE LAMINATION OF THE TWINNING CHARTERS HELD BY THE COUNCIL UP TO A BUDGET OF £100**

The Chairman of Council had put this item on the agenda.

**RESOLVED:** To agree to the request.

**FGP 15/538 TO RECEIVE AND AGREE MEETING DATES FOR 2016**

**RESOLVED:** The proposed calendar of meetings for 2016 was agreed subject to the addition of the Allotments Committee meeting dates.

**FGP 15/539 TO RECEIVE A REQUEST FROM THE TOWN CLERK FOR "IN PRINCIPAL" SUPPORT FOR THE YEAR 2017/2018**

**RESOLVED:** In principal to support the Town Clerk in her request to be considered as President of the Society of Local Council Clerks 2017/18 subject to the Chairman of the FGP Committee monitoring any additional costs and implications on the Town Council Office.

**FGP 15/540 CHAIRMAN ITEMS FOR INFORMATION ONLY**

540.1 MEMBERSHIP OF ALCA 2016/17 To review membership of ALCA at a future meeting of this committee.

**ACTION: Town Clerk**

**FGP 15/541 TO DETERMINE PART I AND PART II ITEMS**

There were no Part I items.

Meeting closed at 8.15 pm

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