

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN**  
**THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 30<sup>TH</sup> JUNE 2010**  
**AT 7.30 PM.**

**Present:** Councillor A Cotton, C Blades, C Francis-Pester, B. Garner, C Hall, Mrs L Little, J Middleton, T Morgan, D Shopland, & G Watkins,  
Town Clerk – Ms P. Heath,

*The Chairman of the Council chaired the meeting until the appointment of a Chairman.*

**Public Session**

Mr S Talbot-Ponsonby, Mr Colin Pearson, and Mr Steven Bates representatives from the Pier Trust gave a presentation in support of their grant application. Members question the representatives on the financial aspects of the presentation and in particular the lease and future maintenance of the pier structure.

**FGP 10/51 APOLOGIES FOR ABSENCE.**

Apologies were received and accepted from Cllr Norton-Sealey (illness) & Cllr Wring (family commitments).

**FGP 10/52 ELECT CHAIRMAN OF FINANCE & GENERAL POLICY**

Proposed by Cllr Little, seconded by Cllr Blades, and **RESOLVED** that Cllr Francis-Pester would be Chairman of the Finance & General Policy Committee.

**FGP 10/53 ELECT A VICE CHAIRMAN OF FINANCE & GENERAL POLICY**

Proposed by Cllr Hall, seconded by Cllr Francis-Pester, and **RESOLVED** that Cllr Garner would be Vice Chairman of the Finance & General Policy Committee.

**FGP 10/54 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda.

**FGP 10/55 MINUTES OF THE PREVIOUS MEETING**

The minutes of the Finance & General Policy Committee meetings held on 10<sup>th</sup> May 2010 and ratified by Council on 16<sup>th</sup> June 2010 were accepted.

## PART 1

**FGP10/56 DISCUSS AND DECIDE ON THE FUNDING REQUEST FROM CLEVEDON PIER TRUST FOLLOWING THE EARLIER PRESENTATION**

Members discussed at length the information received during the presentation and the grant application deferred from 13<sup>th</sup> January meeting. The corrected figures given at the presentation indicated that the Pier Trust would like a grant of £14389, although the grant application form was for £14201.

Proposed by Cllr Blades, seconded by Cllr Hall and **RECOMMENDED** that the Council should award the grant request of £14201.

The above as the substantive motion of £14201 was **AGREED** by 8 votes to 2

An amendment was proposed by Cllr Morgan, seconded by Cllr Garner that the Council should award a grant of £12,000; this was defeated by 7 votes to 3

**FGP10/57 DISCUSS AND AGREE THE BUDGET AND FUNDING FOR CLEVEDON TWINNING ANNIVERSARIES AND ALSO THE GRANT REQUEST BY CLEVEDON TWINNING ASSOCIATION**

Members discussed the grant application by Clevedon Twinning Association and the proposals by the Chairman of the Council for a civic dinner to celebrate the anniversaries of the twin towns on 9<sup>th</sup> April 2011. The Civic dinner would take place during the twinning visit for each of the 3 twin towns 8<sup>th</sup> – 11<sup>th</sup> April 2011. The Civic dinner would be organised by the Town Council with formal invitations being sent to the Councils of each of the towns. The Town Council would pay for the visiting dignitaries; any Clevedon Town Councillors or Twinning Association Representatives would contribute towards the cost of the evening.

Proposed by Cllr Morgan, seconded by Cllr Blades and **RECOMMENDED** that the Council should provide a grant of £5500 for the Civic dinner and associated costs as a one off celebration of the 30<sup>th</sup> and 20<sup>th</sup> anniversaries.

## PART 2

**FGP 10/58 TO RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS**

A copy of the financial spreadsheet was circulated with the agenda. It was noted that no allocation had been made for the 2 grant applications being discussed by the Committee.

**FGP 10/59 RECEIVE FOR AGREEMENT THE LEASE FOR "THE BARN"**

Cllr Francis –Pester reported that the working group had met and agreed the amendments to the lease for the "Barn", unfortunately the amended lease had not been received by the office so the item would be deferred back to Full council on 11<sup>th</sup> August.

**FGP 10/60 RECEIVE AND DISCUSS THE PROPOSED MEETING DATES FOR 2011**

A copy of the proposed dates was circulated with the agenda these were agreed with the following amendments.

- 4<sup>th</sup> May 2011 – Environment & Property – in view of the Council elections taking place on the 5<sup>th</sup> May it was agreed to move this to the following Monday the 9<sup>th</sup> May.
- 25<sup>th</sup> April 2011 – Annual Town Meeting – it was agreed to move this to Monday 28<sup>th</sup> March.

**FGP 10/61 DISCUSS AND AGREED PROCEDURES FOR STAFF APPRAISALS AND REVIEW OF COMMITTEE CLERKS JOB DESCRIPTION AND RESPONSIBILITIES.**

An amended copy of the Committee Clerks job description was circulated at the meeting; it was felt that these adjustments should be included and that similar adjustments should be made to the Administration Assistants job description. The amended documents plus a report on the office management and structure would be prepared for the next meeting in order to undertake the necessary review and recommendations made to Council from that meeting.

**FGP 10/62 CHAIRMAN ITEMS FOR INFORMATION ONLY**

Members were informed that Clevedon Care had been awarded a Queen's award to Voluntary Services, the presentation would be made later in the year but a formal request for funding to host the reception would be made to the Council.

**FGP 10/63 TO DETERMINE PART I AND PART II ITEMS**

It was agreed that agenda items 7 Pier Trust Grant and agenda item 8 Clevedon Twinning grant should be part 1 items.

The meeting finished at 8.55 pm

APPROVED AS A TRUE RECORD

CHAIRMAN ..... Date .....