

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN**  
**THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 20<sup>TH</sup> OCTOBER 2010**  
**AT 7.30 PM.**

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

**FGP 10/79 APOLOGIES FOR ABSENCE.**

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

**FGP 10/80 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda except for Cllr Wring who declared a prejudicial interest for the grant application on Elton Hall.

**FGP 10/81 MINUTES OF THE PREVIOUS MEETING**

The minutes of the Finance & General Policy Committee meetings held on 25<sup>th</sup> August 2010 and ratified by Council on 6<sup>th</sup> October 2010 were accepted.

PART 1
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**FGP 10/82 RECOMMEND TO COUNCIL'S NEW STANDING ORDERS AS PER THE NALC MODEL CIRCULATED.**

Copies of the proposed standing orders as per the NALC model, the current standing orders and the Town Clerks notes with a key to the comparisons had been circulated to all Members 2 weeks in advance of the meeting.

1r – *The Chairman may give an original vote on any matter put to the vote, and in the case of an equality of votes may exercise his casting vote whether or not he gave an original vote*  
 The Town Clerk had highlighted the difference between the NALC model and the established current practice, Members accepted the NALC model.

1s – *Unless standing orders provide otherwise, voting on any question shall be by a show of hands. At the request of a Councillor, the voting on any question shall be recorded so as to show whether each Councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda*

The Town Clerk requested the wording of the last sentence be changed to “such requests shall be made before the vote is taken” this was AGREED.

It was discussed and AGREED that a named vote could only be called in a Council Meeting and at the request of a minimum of 5 Councillors; no named votes would be allowed in Committee Meetings.

The old standing orders of 12.3 & 12.4 would not be included in the new standing orders as these were already covered by the Representation of the People Act 1985 s21 and the LGA 1972 s83.4b

Members **AGREED** that the New Council Standing orders relating to contracts would retain the limit of £50,000 and not the £60,000.

Proposed, seconded and **RECOMMEND** that the Council adopt the new standing orders as circulated with the above adjustments.

PART 2
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### **FGP 10/83 TO RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS**

A copy of the financial spreadsheet was circulated with the agenda. A comment was made on the cost of the legal fees in respect of the lease between the town Council and North Somerset Council; the Committee Chairman responded and explained again that the majority of the additional fees were due to Clevedon Town Council's discussions.

### **FGP 10/84 GRANT REQUEST ALLOCATIONS.**

*Cllr Garner declared a prejudicial interest in YMCA grant and took no part in the discussion  
Cllr Wring withdrew during the discussion on Elton Hall Grant*

Copy of all grant applications had been circulated to Committee Members with the agenda along with grant history of each of the applicants. Following a discussion on each application with consideration of the Council's grant criteria the following awards were made.

Clevedon East Girl Guides	£250
Clevedon Olde tyme & Modern Dance	£100
Clevedon Pact	£400
Clevedon Pride	£500
Clevedon YMCA	£500
NS Accordion Club	£100
Vision North Somerset	£250
West of England MS Therapy	£350

The following applications were not considered for grant aid either due to being outside of the grant criteria; sufficient reserves to cover the applied for project or the percentage of Clevedon residents precluded them from s137 status

Cadbury Wind Band, Clevedon Lawn Tennis Club, Elton Hall, Nailsea Festival of Music, North Somerset Arts, Transition Clevedon.

**FGP 10/85 INFORMATION FROM NSC OFFICERS IN RESPECT OF GREEN SPACES CONTRACT,**

Copy of the report from NS officers responding to the committee questions had been circulated to all Committee Members prior to the meeting. Members discussed at length the response and a recommendation to Council on the next step. Members decided that they should obtain details of the tender to establish what the basic package being provided by NSC would be, then look to see if the Committee want to recommend to Council any addition requirements; the timing should allow for any additional items, if required, to be included in the 2011/2012 budget discussions.

**FGP 10/86 APPOINT INTERNAL AUDITOR FOR 2010/2011**

Proposed seconded and **AGREED** to appoint Mr M Kingshott as the Internal Auditor at a fee of £100.

**FGP 10/87 COST OF INSTALLING A PANIC BUTTON IN THE COUNCIL RECEPTION AREA.**

Members discussed the cost of the supply and installation of a panic button as per FGP min 10/70.1. Proposed, seconded and **AGREED** to purchase and install a panic button in the Council's reception area at a cost of £236 plus vat.

**FGP 10/88 CHAIRMAN ITEMS FOR INFORMATION ONLY**

There were no Chairman's items for information

**FGP 10/89 TO DETERMINE PART I AND PART II ITEMS**

It was agreed that agenda items 7 the Standing Orders should be a part 1 item requiring Council ratification.

The meeting finished at 9.00 pm

APPROVED AS A TRUE RECORD

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