

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN**  
**THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 13<sup>TH</sup> FEBRUARY 2013**  
**AT 7.30PM**

**Present:** Councillor C Francis-Pester Committee Chairman  
Councillor, B Garner, G. Hill, J Middleton, T. Morgan  
Town Clerk – Ms P. Heath,

**FGP 13/325 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors C Blades, P McNeill, D Shopland, (Illness). Councillor J Geldart, C. Hall, J Norton-Sealey, N Pennycott, G Watkins and C Wring (Other commitment )

**FGP 13/326 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest on items on the agenda for which a dispensation has not been agreed.

**FGP 13/327 MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> DECEMBER 2012.**

The minutes of the Finance & General Policy Committee meetings held on 19<sup>th</sup> December 2012 and ratified by Council on 23<sup>rd</sup> January 2013 were accepted.

**FGP 13/328 MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> JANUARY 2013.**

The minutes of the Finance & General Policy Committee meetings held on 7<sup>th</sup> January 2013 and ratified by Council on 23<sup>rd</sup> January 2013 were accepted.

**FGP 13/329 MINUTES OF THE MEETING HELD ON 21<sup>ST</sup> JANUARY 2013.**

The minutes of the Finance & General Policy Committee meetings held on 21<sup>st</sup> January 2013 were accepted. These are due for ratification on 20<sup>th</sup> March 2013

**FGP13/330 TO RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS**

Members noted the financial spread sheets which had been circulated with the agenda. In response to a question concerning the Coastal Community Grant to the Pier it was confirmed that the Grant allocation by Clevedon Town Council was in respect of the HLF Grant which the Pier had already received prior to the Budget debate and setting.

**FGP 13/331 TO RECEIVE INFORMATION ON THE CLEVEDON LOCAL COMMISSIONING NETWORK FUNDING UPDATE**

Members were given details of the current funding provision of the Commissioning Network and their ability to seek funds in the future to enable them to support the work of organisations through the network. The Commissioning Network had undertaken to keep the Town Council updated on their work over the year.

FGP 13th February 2013

13/03/2013

Subject to ratification by Council and Committee

**FGP 13/332 TO RECEIVE AN UPDATE ON CLEVEDON PUBLIC CONVENIENCES AND MAKE SUCH DECISIONS AS REQUIRED ENSURING THE 2 MAIN UNITS ARE KEPT OPEN.**

A copy of the report on the officers meeting at NSC on the Public Conveniences concessions and contracts had been circulated to all members prior to the Committee Meeting. This followed on from previous reports and FGP minutes 12/291 and 12/312 both of which had been ratified by the Council.

Members discussed at length the report and the implications arising. The officers meeting followed on from previous Councillor Meetings on 18<sup>th</sup> September reported on 12/291 and on 29<sup>th</sup> October reported on 12/312 when the Committee decision to concentrate on the 2 main toilet blocks, Station Road & The Chalet was ratified by the Council on 23<sup>rd</sup> January 2013.

Proposed by Cllr Garner, seconded by Cllr Hill and agreed, by 4 votes to 0, to accept the recommendations [listed below] in the report. Members noted that the final decision will be made by Council on 20<sup>th</sup> March 2013.

**RECOMMENDATION**

1. That Clevedon Town Council takes on the lease for Station Road and The Chalet Toilets. A copy of the lease to be circulated by the end of February for agreement and ratification, subject to small print , by the Council on 20th March 2013.
2. That Clevedon Town Council applies for a Community Infrastructure Grant of £30590 in principal agreement  
Being
 

• survey expected repair costs Station Road	£8520.27
• survey expected repair costs The Chalet	£9569.85
• Electrical Inspection	£2000
• Electrical repair work expected	£5000
• Contingency and additional decorating	£5000
• Legal fees	£500.
3. The Grant only to be received if the lease and the concession is agreed by Clevedon Town Council; any money not used on the toilets to be returned to NSC.
4. That Clevedon Town Council commissions and undertakes the repair and decoration of the toilets if agreed by Council.
5. That Clevedon Town Council sends out a concession tender document at the same time along with NSC, Portishead, Weston Town Council with a view to agreeing a concessionaire to take over the administration and management of the Toilets.
6. That Clevedon Town Council undertakes to cover the cost of cleaning and maintenance until the start of the concession in agreement with Carlisle or the winning concessionaire if different. There may be an arrangement to defer payment of the cleaning until the concession formally starts or using Property maintenance budget in earmarked/ Queen Square enhancement/ maintenance budget in E & P. .

**FGP 13/333 [FGP 12/289] TO RECEIVE AND DISCUSS INFORMATION ON THE BUSINESS INNOVATION SCHEME**

Members discussed the concept of the proposed scheme along with the proposal placed before council on 23<sup>rd</sup> January for an information point in Queens Square. As Cllr Geldart was absent members felt that they were unable to discuss the proposals in detail as there was insufficient information to form a business plan and detailed costing with needs schedule. It was **AGREED** that the Committee Chairman would discuss in detail the concept and proposals with Cllr Geldart. It was noted that the Town Council did not have the financial resource to undertake either proposal and that a clear demonstrative need would have to be identified.

**FGP 13/334 TO RECEIVE AND NOTE LETTER FROM NAT WEST BANK RE COMPLAINT ON HANDLING OF BONUS ACCOUNT CLOSURE**

Members noted the letter from Nat West and agreed the offer of £150 compensation.

**FGP 13/335 TO DISCUSS THE WEB SITE AND RECEIVE UPDATE.**

Members were informed of the problems and lack of communication with the web company kindofdigital. A proposal with costs from InTouch had been circulated to the members prior to the meeting. it was **AGREED** to invite InTouch to a meeting with Cllr Middleton, Cllr Hill, and Cllr Geldart to discuss the setting up of the web site. The Town Clerk circulated at the meeting a draft web “site map” which was agreed. The Town Clerk would also approach the current web site provider to discuss the “site map”.

**FGP 13/336 CHAIRMAN ITEMS FOR INFORMATION ONLY**

There were no Chairman’s items for information

**FGP 13/337 TO DETERMINE PART I AND PART II ITEMS.**

None

The meeting finished at 8.18 pm

APPROVED AS A TRUE RECORD

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

FGP 13th February 2013

13/03/2013

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