

CLEVEDON TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL POLICY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, ON WEDNESDAY 20TH NOVEMBER 2013
AT 7.30PM

Present: Councillor C Francis-Pester Committee Chairman
Councillor, C Blades, B Garner, C. Hall, G. Hill, J Middleton, P McNeill, T.
Morgan, J. Norton-Sealey, N Pennycott, G Watkins, C. Wring
Town Clerk – Ms P. Heath,

FGP 13/381 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors D Shopland (other commitment)

FGP 13/382 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest on items on the agenda

FGP 13/.383 MINUTES OF THE MEETING HELD ON 31ST JULY 2013.

The minutes of the Finance & General Policy Committee meetings held on 25th September 2013 and ratified by Council on 30th October 2013 were accepted.

<u>PART 1</u>

FGP 13/384 TO DISCUSS THE COSTING TO FUND THE CAPITAL WORKS ON THE TOILETS AND RECEIVES DETAILS OF THE PWLB.

Members discussed in great detail the capital funding of the toilets renovation. Members were informed that an invoice for the work and the first year revenue payment had been received. The options discussed were 1) pay to the contractor the monies received from NSC with the balance being paid to the contractor over 7 or 14 years at an interest rate of 9%. 2) Pay to the contractor the monies from NSC and the balance being raised by a Public Works Loan paid back over 7 or 14 years 3) pay the invoice in total from council reserves.

Proposed seconded and **RESOLVED** that the repayment should be over 7 years, the life of the initial contract.

Members felt that option 1 was not cost effective at 9%. Option 3 would remove all of the Councils reserves and place a large burden on the ratepayers with large precept rises to recover. Option 2 was felt to be the most practical.

Members noted that the moneys paid to date for the maintenance and cleaning of the toilets at £16143, before the contractor took over would be paid from the Councils reserves.

The Chairman explained in detail the problems that had arisen over the transfer of the service. All members agreed that valuable lessons had been learnt over the lack of information, real costs and support supplied by NSC during the process.

Proposed, Seconded and **RECOMMENDED** by 11 votes to 0 with no abstentions, that this Council seeks a Public Works Loan for the balance of £80,000 paid back over 7 years; the loan to be reviewed annual to establish if early repayment was possible.

PART 2

FGP13/385 TO RECEIVE AND DISCUSS THE CURRENT FINANCIAL STATEMENT AND BUDGET SHEETS

Following discussions members noted the financial spread sheets which had been circulated with the agenda. Members were reminded that the budget and the 5 year plan would be discussed on 16th December 2013. Members were asked if they had any specific questions could they raise them with the RFO prior to the meeting to enable a detailed answer to be available for the discussion.

FGP13/386 TO RECEIVE UPDATE FROM WORKING GROUP ON THE TOWN WIFI PROJECT AND FUNDING REQUEST

The Working Group had met on 28th October and subsequently Cllr Blades met with a representative of Triangle Communications to discuss the project in detail and provided a verbal report. The cost for each unit is approximately £1500 this would provide Wi-Fi for a small area; to provide for the Town Centre 3 would have to be installed. There would be on-going costs of approximately £30 - £40 per month. In order to control the system and the data obtained the Council would have to pay for and run the service. Sponsorship was briefly discussed; there are restrictions on Councils in relation of promotion of one business above another. Members discussed the cost, the limited use under current technology, and the administration required by provision of the service. Members agreed to monitor the situation and to revisit the project in 6 months.

FGP13/387 TO DISCUSS AND AGREE ANY PAYMENT FOR THE LIONS AND ROTARY SMALL GRANTS APPLICATIONS AS DEFERRED FROM 13/375;

387.1 Rotary Club

Proposed seconded and **AGREED** to provide a grant of £600.

387.2 Lions Club plus to discuss the installation of a defibrillator at Station Road Toilets with the Town Council funding the installation, infrastructure of electrical connection and all future electrical bills.

Members discussed at length the request from the lions club for a grant plus payment for the installation and on-going costs related to this project. There was a question as to the future liability of the defibrillator once it had been installed as to its maintenance, and necessary electrical supply. Whose public liability insurance would be used should a break in the electrical supply cause the defibrillator not to work correctly when required? Members felt that detailed installation costs would be required along with an indication of electrical costs. Members also required that a clearly defined liability analysis should be established.

FGP13/388 TO RECEIVE THE MINUTES OF THE WORKING GROUP ON STANDING ORDERS AND TO RECEIVE FOR NOTING AND RECOMMENDATION TO COUNCIL THE AMENDED STANDING ORDERS

Copies of the working group minutes and the draft standing orders were circulated to all members with the agenda. The Town Clerk informed members that in respect of Standing Order no 25 and the request to include a clause on whistleblowing from NSC standing order; There is no clause in their 236 page document. Public Interest Disclosure is aimed at employees and this is controlled in most authorities by a policy and procedure document. Councillors are covered by standing order no 24. It was **AGREED** that the Clerk would draw up a suitable Policy document for a future meeting

ACTION TOWN CLERK

FGP13/389 TO RECEIVE THE TOWN CLERKS REPORT FROM THE SLCC CONFERENCE

Members noted the written report distributed at the meeting and the future action items.

FGP13/390 TO RECEIVE NOTIFICATION OF CHANGES TO PENSION CONTRIBUTIONS

Members noted the Actuaries Report and the notification of future pension increases

FGP13/391 TO AGREE CLOSURE OF THE OFFICE FOR THE CHRISTMAS PERIOD FROM 2PM ON 23RD DECEMBER TO 9AM ON 2ND JANUARY 2014

Members noted and **AGREED** the Christmas closure dates and times.

FGP13/392 TO CONFIRM THE APPOINTMENT OF THE CARETAKER

Members were given detailed information on the interview and appointment process. The new Caretaker would be Mr Mark Chislett, formally of the Heritage Centre. Members confirmed the appointment for 15 hours a week.

FGP 13/393 CHAIRMAN ITEMS FOR INFORMATION ONLY

393.1 Marine Lake

The Chairman informed members that the Marine Lake HLF bid would be submitted in February to enable a clearer definition of cost and funding. The HLF are happy with this and are meeting representatives at the beginning of December. Mr John Flannigan of NSC is taking control of the project final stages. The base submission has already been completed.

393.2 Sixways roundabout

Cllr Pennycott informed members that signs had appeared on the roundabout offering it for sponsorship. He had the signs removed as they spoiled the look of the roundabout; it was pointed out that roundabout sponsorship was a NSC policy.

FGP 13/394 TO DETERMINE PART I AND PART II ITEMS.

Part 1 item agenda item 6 as a formal resolution was required to request a PWLB.

The meeting finished at 8.57 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date