

FORDINGBRIDGE TOWN COUNCIL

Minutes of a meeting of the Finance & Policy Committee held on Wednesday 31st July 2013 at 7.30 pm in the Town Hall, Fordingbridge

Present:

Cllr Connolly – Chairman

Cllrs Adams, Anstey, Lewendon, Fulford, Hale, Paton, Price, (A) Wilson & (G) Wilson

In attendance:

Mrs M Coatham, Finance Officer

Ms. K Mason, Town Clerk

1. To accept apologies for absence

Apologies were received from Cllr Perkins

2. To receive any Declarations of Interest

Cllr Adams declared an interest in agenda item 5, Payment of Accounts, but remained in the room to speak and agenda item 6, but remained in the room to speak.

3. To confirm the minutes of the meeting held on 26th June 2013 and report any matters arising.

Cllr (A) Wilson proposed and Cllr Lewendon seconded and it was **RESOLVED**: that the minutes of the meeting held on 26th June 2-013 be signed as a true record.

Matters arising

Agenda item 9 – to discuss a proposal for funding a Skate Festival at the Recreation ground – Due to changing circumstances, Mr Arms is unable to organise the event in September.

4. To receive any matters raised by members of the public

No members of the public present.

5. To receive details of Monies Collected and Payment of Accounts and any other financial matters

Cllr Adams declared an interest, remained in the room.

Monies collected and payment of accounts were noted by members.

Paddling Pool - The Finance Officer advised that since 2007 the water meter used to fill the paddling pool had not worked so the Council has only paid a standing charge and not paid for water consumption. There was a leak from this main so it has now been removed. The paddling pool is now connected to one of the two water supplies to the pavilion.

One of the pavilion water meters has also not been working and a standing charge has only been paid, not water consumption. This meter has now been repaired. Semcorp, the water provider has levied a charge for 1 years usage based on pre 2007 bill amounts. The total amount owing for both meters which were not working is £1800.

The Finance Officer advised that the estimated annual cost of the paddling pool now that the Council were being charged properly for water and sewerage costs (to drain the pool) will be £3k to £4k annually, based on refilling 3 times a week. This has not been budgeted for and will be an additional cost to consider for next years Recreation Ground budget.

Playscheme 2013 – The Playscheme is currently averaging 30 children daily but might still make a loss on income. It was AGREED to discuss the provision of a Playscheme at the September meeting.

6. To receive any Finance & Policy matters referred from sub-committees

General Purposes Committee 15th July 2013 – Cllr (G) Wilson, Chairman of General Purposes Committee, requested that £550 be made available to purchase a commercial dishwasher for the Town Hall kitchen, which has been quoted at £1550. The provision of a dishwasher and plumbed in hot water boiler had been discussed, as the Fordingbridge Entertainment Society had offered to give a donation of £1000 towards both purchases. The Committee had agreed not to purchase the hot water boiler, only a dishwasher, the balance therefore to be paid being £550.

Cllr Adams advised that Entertainment Society had only offered the £1000 on the understanding that a hot water boiler would be purchased. He advised that the Entertainment Society Committee would need to reconsider the donation if only a dishwasher was to be purchased. He agreed to take the information back to the Society and advise the Council of their decision.

Cllr (G) Wilson proposed and Cllr Fulford seconded that a dishwasher be purchased, subject to the donation from the Entertainment Society.

Cllr Connolly pointed out that there was no budget provision made for the purchase of a dishwasher so the General Purposes Committee needed to see if they could allocate money from one of their other budgets for this purchase.

The proposal was not voted upon.

Cllr (G) Wilson agreed that it will be discussed by the General Purposes Committee at their September meeting to see if money can be allocated from an existing budget, subject to the donation received from the Entertainment Society.

7. To consider the following grant application:

Forest Live – Members discussed the application. Cllr Adams expressed concern that the events did not attract people from Fordingbridge. Cllr Fulford disagreed and supported the application as it encouraged young people to take part and held workshops. Cllr Adams did not believe that this grant application was what grants from the Council were intended for.

It was proposed by Cllr Fulford and seconded by Cllr Hale that a grant of £500 be given to Forest Live.

A counter proposal was made by Cllr (G) Wilson and seconded by Cllr (A) Wilson that a grant of £350 be given:

Cllrs (G) Wilson, (A) Wilson, Anstey & Price for,
Cllrs Adams, Fulford & Hale Against,
Cllrs Connolly, Paton & Lewendon, abstained.
Proposal Carried.

8. An update on this proposal for a Skate Festival at the Recreation Ground

This event is now not going ahead.

9. To discuss proposed changes to Standing Orders 27b & c

The Standing Order 27b & c refers to tender documents:

- b Any proposed contract for the supply of goods, materials, services and the execution of works with an estimated value in excess of [£60,000] or deemed to be necessary to go out to tender shall be procured on the basis of a formal tender as summarised in standing order 30(c) below.**
- c Any formal tender process shall comprise the following steps:**

- i. a public notice of intention to place a contract to be placed ~~in a local newspaper;~~ **on the Council noticeboard and on the website and any other place the Council see fit to place it.**

Cllr Adams considered that every tender notice should go into a newspaper so it might best be seen. Cllr Paton suggested that only certain tenders might require to be advertised in that way and the re-wording allowed for flexibility of where to advertise, possibly saving the cost of an expensive advertisement.

It was proposed by Cllr Anstey and seconded by Cllr Hale and **RESOLVED:** that the new wording be accepted. Cllr Adams against voted against the resolution

10. To discuss an update of the Christmas lights provision

The Clerk advised that tenders had been sent out inviting a number of companies to tender for the provision of Christmas lights throughout the town. The closing date for receipt of documents is 12 noon on 2nd September. The length of the contract is 3 years.

11. To discuss the Town Hall Premises Licence application.

The Clerk advised that application forms had been received from the Licensing Dept. at NFDC to vary the existing premises licence to include the sale of alcohol.

The requirement for a designated premises supervisor had been changed to that of a managing committee i.e. the Town Council, which is allowed since the 2003 Act was amended in 2009 for community premises. Such an application may only be made if the licence holder is, or is to be, a committee or board of individuals with responsibility for the management of the premises (the "management committee").

The management committee is responsible for the supervision and authorisation of all alcohol sales authorised by the licence. All such sales will have to be made or authorised by the licence holder.

The Clerk advised that the Town Hall hire forms and accompanying information is being altered to fulfil the requirements of the licence.

12. To note any items of Correspondence

Letters of thanks were received from TUFF and the Victoria Rooms for the grants awarded by the Council.

Riverside Place – The Clerk advised that an email communication had been received from Riverside Place Management Ltd regarding antisocial behaviour in the development which the Management Committee considered was occurring because of the pedestrian route from Salisbury Street to the river. The footpath is in a 106 agreement which was put in place as part of the planning permission for the development.

The Management Committee requested that the Town Council, together with NFDC, pay for CCTV to be set up in the development as they considered that the 106 agreement had led directly to the situation of antisocial behaviour. The Clerk to write to the Management Committee and advise that the Town Council are not responsible for the 106 agreement.

13. To receive a report from the Clerk or any other relevant business

Nothing to report

14. To note the date of the next Finance & Policy meeting as Wednesday 28th August 2013

The meeting ended at 8.40 pm.