

FORDINGBRIDGE TOWN COUNCIL

Minutes of the Finance & Policy Committee held on Wednesday 30th January 2019 at 7.30pm in the Town Hall

(Minutes subject to approval at the next meeting of the Committee)

Present:

Cllrs Adams, Anstey, Earth, Hale, Lewendon, Mouland, Paton, Perkins, White & Wilson

In attendance: Mr P Goddard, Town Clerk
Mrs R Edwards, Asst Town Clerk
Mrs M Coatham, Finance Officer (RFO)

1. To elect a chairman

Cllr Perkins proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: that Cllr Adams be elected as chairman. All in favour.

2. To elect a vice chairman

Cllr Earth proposed and it was seconded by Cllr Mouland and therefore **RESOLVED**: that Cllr Lewendon be elected as vice chairman. All in favour.

3. To receive any apologies for absence

No apologies were received.

4. To receive any Declarations of Interest

The following declarations of interest were made:

Cllrs Adams and Perkins declared a pecuniary interest in item no. 8 Monies Collected and Payment of Accounts as a supplier to the Council, remained in the room but did not speak or vote.

5. To confirm the minutes of the meeting held on 28th November 2018 and report any matters arising

Cllr Hale proposed and it was seconded by Cllr Anstey and therefore **RESOLVED**: that the minutes of the meeting held on the 28th November 2018 be signed as a true record. All in favour.

Matters Arising

- Minute no. 6 – The Community Infrastructure Levy is on this evening's agenda.
- Minute no. 7 – The Town Hall project is on this evening's agenda.
- Minute no. 8 – The Sports Club lease is on this evening's agenda.
- Minute no. 15 – The Victoria Rooms have been booked for Council meetings from 6th Feb – 1st May inc. Storage is available – we need to bring our own padlock.

Action: Asst Town Clerk to ask if the Victoria Rooms booking could be rescheduled

6. To receive any matters raised by Members of the Public

No matters raised.

7. To receive details of Monies Collected & Payment of Accounts

See Appendix A for the Finance Officer's summary of the January 2019 accounts.

Discussion took place about the invoice for replacement tiles and lead flashings on the pavilion in the sports ground. Concern was noted about the authorisation of the works to ensure that it complies with Standing Orders and Financial Regulations. It was agreed that the procedure would be clarified with the Buildings Manager for future works.

The RFO also highlighted the expenses relating to the replacement allotment fence, the repair work on the fence at Allenwater Drive, the hire of scaffolding (Jarrett Scaffolding) and the storage of the paintings by Franklin Shipping. She confirmed that the winter flower towers would be installed on Saturday (Scent Sational). Cllr Wilson wondered if it might be possible at the end of

the season to replant some of the evergreen plants from the flower towers at the Recreation Ground.

Action: RFO to review with Scent Sational once the towers have been installed.

The Officers had met with STN and Ian Newman to discuss the 2018 Christmas lights installation. It was noted that there is one more year left on the contract with STN. A donation had been received from Ian Newman towards the lights. It was noted that future investment must be considered as many of the light sets are nearing the end of their serviceable life. In addition, the main pole in market square needs urgent replacement as it is not sturdy enough to withstand the pull ratios and three way tension of the lights: the estimate of replacing the pole is £5k or alternatively £2k if one of the sets of lights is removed, reducing the tension. It was agreed to review the position with the Events Group.

Action: RFO to confirm quotes and Officers to meet with Events Group.

Cllr Adams proposed and it was seconded by Cllr Mouland and therefore **RESOLVED**: that the invoices from Avon Valley Property and STN be paid.

The RFO reported that some additional invoices had been received since the reports were issued, requiring authorisation before the next meeting – covering lengthsman works and boiler services.

The RFO highlighted the budget position for each committee, the forecast position for year end is estimated to be £20k overspent, this will be met from general reserves. This does not include the CIL money received during the current year as this is ring-fenced from general expenditure. The reserves were reviewed and discussion took place about the reserve policy.

Cllr Hale proposed and it was seconded by Cllr White and therefore **RESOLVED**: to approve the accounts for January 2019, alongside the additional invoices noted above. All in favour.

8. To consider grant applications under Section 137

- Hope for Tomorrow

This is a new initiative to provide cancer treatment locally, rather than patients having to drive to Poole, Salisbury or Southampton for treatment.

Cllr Anstey proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to award a grant of £600 to Hope for Tomorrow.

Action: RFO to pay grant to Hope for Tomorrow

- Sandleheath Village Hall

It was noted that grants could only be given to benefit the residents of Fordingbridge. As there was no evidence that the village hall in Sandleheath would be used by Fordingbridge residents, a grant could not be awarded at this point in time.

Action: RFO to reply

9. To receive an update from the Clerk regarding the Town Hall Project

The Town Clerk reported that the tender due date has been extended to Friday 1st February. Planning permission has now been submitted with an expected decision date of 7th March.

Action: Asst Town Clerk to email a link to the Town Hall Planning Application to members

10. To receive updates on Sports Club leases

Cllr Mouland reported that Fordingbridge Sports Club is reviewing the lease arrangements, following the Finance and Policy meeting on 28th November 2018.

11. To consider a change to the bank signatories

The RFO reported that following the resignation of Cllrs Connolly and Price, the bank signatories are limited to Cllr Adams, Cllr Perkins and the RFO. It was agreed to update the bank mandate after the elections in May.

12. To receive a report from the CIL working group

The RFO reported that NFDC have asked for an update on Section 106 funds. The Town Clerk and RFO have agreed to meet with Dean Brunton to review.

Cllr Adams asked if it would be possible to purchase land with the CIL money and whether FTC could buy the field next to the rugby pitch. Cllr Hale raised the possibility of spending some on new play equipment for the Recreation Ground. Cllr Wilson asked if it would be possible to build an extension on the Pavilion. It was noted that S106 funds have been allocated to the provision of adult gym equipment at Whitsbury Road and to conservation work to Bishops Pond; if FTC decide not to proceed with these then it would need to go to Cabinet to be reallocated/withdrawn. It was noted that allocating all the S106 funds to the Recreation ground is unlikely to receive support from NFDC.

Action: RFO to provide list of what CIL/S106 can be spent on

13. To receive an update on the Playscheme

Confirmation of the HCC grant will not be received until March. It was decided to proceed with the Playscheme on the basis that places can only be offered to the children of Fordingbridge residents until the grant is confirmed. The Playscheme leader will consider the staffing and hiring of the school, but with no firm commitment until it is known about the grant.

14. To receive an update on the Skate Park

A decision will be made by NFDC on 25th February on the last section of funding for the Skate Park project.

Cllr Earth proposed and it was seconded by Cllr Paton and therefore RESOLVED: to sign the Skate Park contract with Maverick and underwrite the project with CIL money (if the grant is not approved).

15. To approve the continued use of the Town Hall for Food and Craft markets

The Asst Clerk read an email from All the Cool Stuff regarding the Food and Craft markets held in the town. Cllr Anstey said that Dave Tree from All the Cool Stuff, has done an amazing job and is a credit to the town. Cllr Perkins noted that he helps the whole town by holding these events and Cllr Paton said he gives such a lot of time to these events. It was agreed to support the markets as previously approved.

16. Committee Restructure 2019 onwards – to consider transferring responsibility of all buildings management to F&P

It was agreed to transfer the responsibility of all buildings finance to the Finance and Policy Committee.

Action: RFO to rework the budgets for review at the next meeting.

17. To note any items of correspondence

A thank you letter was received from the South Central Ambulance Charity for the grant given by Fordingbridge Town Council.

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

The RFO noted an issue relating to lone working, remedial action was agreed.

19. To note the date of the next meeting as Wednesday 27th February 2019

The Public meeting ended at 9.10pm and went straight to closed session.

The meeting closed at 9.20pm.