

DRAFT

FORDINGBRIDGE TOWN COUNCIL

Minutes of a meeting of the Finance & Policy Committee held on Wednesday 25th June 2014 at 7.30 pm in the Town Hall, Fordingbridge

Present:

Cllr Connolly – Chairman

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

In attendance:

Miss D Vine, Asst Town Clerk

Martine Coatham, Finance Officer

1. To accept apologies for absence

There were apologies from Cllrs (G) Wilson & Fulford.

2. To receive any Declarations of Interest

Cllr Adams declared an interest in agenda item 5, Payments of accounts

Cllr Hale declared an interest in agenda item 7, The Victoria Rooms Trust

3. To confirm the minutes of the meeting held on 28th May 2014 and report any matters arising.

Cllr Lewendon proposed and Cllr Price seconded and it was **RESOLVED**: that the Minutes of the meeting held on the 28th May 2014 be signed as a true record.

Matters Arising

Information Office Risk Assessment

Cllr Adams asked if the issues arising from this had now been satisfactorily resolved. Cllr Connolly confirmed that following the meeting with NFDC on the 23rd May 2014 the alarm had now been fitted, the Museum had agreed to keep the garage door unlocked. A further meeting had been scheduled for October to discuss additional resources during the Parking Clock period sales from November to January. Cllr Connolly advised that Val Coley had been approached with a view to providing temporary cover but was not in a position to commit at the present time.

Cllr Fulford entered the room

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

No public were present.

5. To receive details of Monies Collected and Payment of Accounts

The Finance Officer provided a report to Members and confirmed that there were no matters of any concern.

Income and Expenditure:

Main expenditure second payment to M Castle for Kiosk Building – funds to be transferred from reserve account (Developer Contributions)

Income received from NFDC for the Lengthsman Scheme for 2014/15 and the 2014 Playscheme.

£3,300 received from the Rotary Club in respect of the Christmas lights.

The budget for Allotments under General Purposes had been exceeded with the purchase of two new pumps and seals for the water pumps at the allotments. This had been agreed with Chairman of General Purposes, Cllr (G) Wilson as a necessity.

Cllr Perkins queried whether comparison quotes were obtained in respect of the ROSPA play inspections. The Asst Clerk confirmed that comparisons were looked at but there had been very little difference in the overall cost to warrant a change.

The Finance officer advised that two quotes had been received from M Castle via Michael Weakley in respect of the new water main feed to the paddling pool, as required by Semcorp. Consideration was required by Members as to whether the work should be completed in conjunction with the work on the Concession building, or left until proposed refurbishment of the paddling pool took place at a later date. **After discussion it was proposed by Cllr Fulford and seconded by Cllr Paton that the work required should be carried out in conjunction with work on the Concession building to avoid future delays once refurbishment of the paddling pool was underway. 9 Members in favour. Cllr Perkins against.**

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

Amenities – To agree the Tender process for the Concession Building

The Clerk had prepared a draft tender agreement document which Members worked through and recommended a number of amendments/additions/deletions. The Clerk to produce a revised document for agreement at the General Council Meeting on the 2nd July 2014.

Members agreed that the Town Council should reserve the right to accept or reject any tender. Cllr Paton asked if any research had been done to establish what level of income could be expected from a Concession building of this type. Cllr Connolly advised that as far as he was aware there were no other similar Concession buildings from which to draw a comparison, but hoped that whoever took on the lease would have calculated what level of income they were likely to derive.

Amenities – To agree amendments to the Recreation Ground Play Area enhancement

Members were in favour of the proposed amendments to the layout of the enhanced area. The Clerk was awaiting a response from NFDC with a revised layout.

7. To consider the following grant applications:

Army Cadet Force - A grant of £2,000 had been requested towards the purchase of a trailer to transport equipment. The Cadet Force have not received funding from the Town Council previously. **It was proposed by Cllr Paton and seconded by Cllr Lewendon that a grant of £300 be awarded. All in favour.**

Rae Straton Lunch Club – A grant of £400 was requested to continue providing transport. £350.00 had been granted in May 2013. **It was proposed by Cllr Price and seconded by Cllr Lewendon that a grant of £350.00 be awarded. All in favour.**

Cllr Hale left the meeting

The Victoria Rooms Trust – A grant of £300 had been requested towards urgent repair work and redecoration. A grant of £597.00 had been awarded in November 2013 and after discussion members felt that it was too soon to award further monies. **It was proposed by Cllr Fulford and seconded by Cllr Perkins that the application for a grant should be deferred and re-considered in November 2014. 8 in favour, 2 abstentions.**

Cllr Hale re-entered the meeting

8. To discuss and agree a policy for writing off debts

Following a brief discussion members AGREED that debts can only be written off at the discretion of the Town Council.

9. To conduct the annual review of the following policies:

Health & Safety Policy - No comments had been received from members following distribution of the policy papers, however Cllr Anstey had a number of amendments he wished to recommend and it was AGREED that he would liaise with the Clerk concerning these and the revised document would be presented to Council for adoption in the near future.

10. To note any items of Correspondence

Licencing Act 2003 - Harley's, 1 Shaftesbury St, SP6 1JF

Notification for a minor internal alteration to the bar area had been received with any response required by 3rd July 2014, prior to the Planning meeting where it would normally be considered. Noted by Members.

Cllr Mike Buchanan resignation – The Asst Clerk advised that Cllr Buchanan had tendered his resignation from Council on the 12th June 2014. NFDC to be requested to forward the appropriate Notice of Vacancy for display.

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

Asst Clerk - Nothing to report.

Burgate Fields Parking – Cllr Connolly reported that he had attended a meeting of Burgate Fields Residents Association to discuss the proposals. The main area of concern was the dropping off and picking up of children from both the Junior and Burgate Schools as there was considerable congestion with traffic causing a danger to children. In principle they were happy with the other proposals. Cllr Connolly will report back to Cllr Heron.

8. To note the date of the next Finance & Policy meeting as Wednesday 30th July 2014.

The meeting ended at 9.35pm.