

FILEY TOWN COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON WEDNESDAY 21 JANUARY 2015 AT 7.00PM

Present: Cllr S Bosomworth, Cllr J Haxby, Cllr J Meek, Cllr J Shackleton (Chair),
Cllr R Walker, Cllr K Wilkie, RFO Mrs G Robinson

NOTICE OF THE MEETING

RESOLVED : That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972 **F034/015**

APOLOGIES

All members of the Finance & General Purposes Committee were present at the meeting. It was

RESOLVED: That the above information be noted. **F035/015**

DECLARATIONS OF INTEREST

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct.

Cllr John Haxby declared a personal interest in any future items referring to the Town Council's Independent Financial Advisor due to him being his own personal financial advisor.

Cllr Susan Bosomworth declared a disclosable pecuniary interest in Agenda Item 8 due to her daughter being an employee of Future Technologies.

No further declarations of interest were declared in items on the agenda at this point but the Chairman informed Members that they could make a declaration of interest at any point during the meeting and requested that when discussing grant applications members should declare their interests and if declaring a DPI should leave the room whilst the application was being discussed in order to apply complete openness and transparency. It was

RESOLVED : That Cllr J Haxby's personal declaration of interest be noted. **F036/015**

RESOLVED : That Cllr Susan Bosomworth's disclosable pecuniary interest be noted. **F037/015**

FURTHER CONSIDERATION OF GRANT APPLICATIONS 2015 – 2016

A total of 16 grant applications had been received this year and had been considered by Members in detail at a previous meeting held on 26 November 2014 and the following recommendations to full council were made. The RFO informed members that the sum of £1,219.85 was presently held in the Sports Partnership Grant Reserve and was available for grant applications for sport related organisations as per Minute No F280/014. It was

RESOLVED: That the above information be noted.

F038/015

LIST OF GRANT APPLICATIONS FOR 2015/2016

FILEY ALLOTMENT & GARDEN ASSOCIATION – Application withdrawn in 2014/2015 (The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested to repair access road by means of tarring and filling holes in £700 and also to help buy a community lawn mower (heavy duty) for the site at a cost of £299

Cllr J Shackleton declared a personal interest as the President of the Filey Allotment & Garden Association and is a member of the Allotment & Garden Association and left the room whilst this application was being discussed and took no part in the discussion. Cllr J Haxby took the Chair for this application in the absence of Cllr J Shackleton.

RESOLVED: That a recommendation be made to full council that a grant of £250.00 be awarded to the Filey Allotment & Garden Association towards the cost of a community lawn mower, with grant payment being made upon receipt of invoice for the equipment.

F039/015

LIST OF GRANT APPLICATIONS FOR 2015/2016 continued

FILEY BAY INITIATIVE – no award in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested to cover cost of erecting an Information Panel to promote the work of scientist Charles Harrison Blackley who discovered the causes of hayfever.

Cllr Susan Bosomworth declared a personal interest in the Filey Bay Initiative application as she is a Council Representative on the group.

RESOLVED: That a recommendation be made to full Council that a grant of £500.00 be awarded to the Filey Bay Initiative towards the erection of an Information Panel to promote the work of scientist Charles Harrison Blackley who discovered the causes of hayfever with the Town Council being acknowledged as a sponsor on the Information Panel and with grant payment being made upon receipt of invoice for the equipment.

F040/015

FILEY BRIGG ANGLING SOCIETY - £100 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested for sponsorship prize attached to the Filey Town Cup at the Fishing Festival 2015.

RESOLVED: That a recommendation be made to full Council that a grant of £100.00 be awarded to the Filey Brigg Angling Society for sponsorship prize attached to the Filey Town Cup at the Filey Fishing Festival 2015 with the Town Council being acknowledged as a sponsor on all advertising for the event.

F041/015

FILEY COMMUNITY SPORTS CLUB LTD – £250 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards new kit and related playing equipment for 2015 (2 kits £980, Badging £100, 5 new footballs, valves & pumps etc £120 – total cost £1,200, the club is willing to fund any balance.

Cllr K Wilkie declared a disclosable pecuniary interest as the Town Council's elected Executive Board Member on the Filey Community Sports Club Ltd and left the room whilst this application was being discussed and took no part in the discussion.

RESOLVED: That a recommendation be made to full council that a grant of £320.00 be awarded from the Filey Sports Partnership Reserve to the Filey Community Sports Club Ltd towards the cost of new kit with a form of badge at least 4inch x 4inch to acknowledge the kit is sponsored by Filey Town Council, and subject to the design and wording of the badge being approved by the Town Council prior to the grant payment being made upon receipt of invoice for the new kit.

F042/015

FILEY & DISTRICT SAFETY COMMITTEE – awarded £400 in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards Summer Safety Awareness Event 2015 – free event enjoyed by locals and holidaymakers giving them an opportunity to watch demonstrations by emergency services.

Cllr S Bosomworth declared a personal interest as a Council representative and also the Vice-Chairman of the Safety Committee. Cllr J Meek and Cllr K Wilkie declared a personal interest in the Filey & District Safety Committee as council representatives on the group.

RESOLVED: That a recommendation be made to full Council that a grant of £400.00 be awarded to the Filey & District Safety Committee towards the Summer 2015 Safety Awareness Event with the Town Council being acknowledged as a sponsor on all advertising for the event.

F043/015

LIST OF GRANT APPLICATIONS FOR 2015/2016 continued

FILEY FESTIVAL OF MUSIC - £400 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards sponsorship of the Last Night of the Festival of Music 2015 and a Sunday afternoon Concert to be held in the Bandstand (weather permitting)

RESOLVED: That a recommendation be made to full council that a grant of £400.00 be awarded to the Filey Festival Of Music towards sponsorship of the Last Night of the Festival of Music 2015 and a Sunday afternoon Concert to be held in the Bandstand (weather permitting) with the Town Council being acknowledged as a sponsor on all advertising for the event.

F044/015

FILEY FOLK FESTIVAL – £400 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards sponsorship of the 3 day Filey Folk Festival 2015 including promotion and advertising + sponsorship of key performers approx cost £1,075.20

RESOLVED: That a recommended be made to full Council that a grant of £400.00 be awarded to the Filey Folk Festival 2015 towards promotion and advertising with the Town Council being acknowledged as a sponsor on all advertising for the event.

F045/015

FILEY IN BLOOM – £750 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested for replanting flowerbeds e.g. rose bushes on Crescent Gardens £300, planting at Railway Station £80, sustainable planting for area around miniature train £450, bulb planting in Church Ravine £200

RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to Filey in Bloom towards upkeep of special flowerbeds and features planned in 2015 (as detailed above) for entry into the Yorkshire in Bloom competition in 2015.

F046/015

FILEY LIONS CLUB - £500 awarded in 2014/2015

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards purchase of fireworks for community bonfire night 2015 – approx cost of fireworks £4,000 plus hire of sound system £900 in 2014.

The Town Clerk (non-voting) expressed an interest as she is a member of the Filey Lions Club.

RESOLVED: That a recommendation be made to full Council that a grant of £500.00 be awarded to the Filey Lions Club towards the purchase of fireworks for the community bonfire night 2015 organised by Filey Lions Club with the Town Council being acknowledged as a sponsor on all advertising for the event.

F047/015

FILEY METHODIST CHURCH – New Application

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards the cost of five yearly work to keep the Church Steeple safe which houses the church clock estimated at £14K.

RESOLVED: That a recommendation be made to full council that a grant of £400.00 be awarded to the Filey Methodist Church towards the cost of five yearly work to keep the Church Steeple safe with grant payment being made upon receipt of invoice for the works.

F048/015

FILEY SAILING CLUB – New Application

(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965

Amount requested towards a replacement boat trolley to transport safety boats.

RESOLVED: That a recommendation be made to full council that a grant of £250.00 be awarded to Filey Sailing Club from the Filey Sports Partnership Reserve towards the cost of a replacement boat trolley to transport safety boats with grant payment being made upon receipt of invoice for the equipment and the Town Council being acknowledged as a sponsor.

F049/015

LIST OF GRANT APPLICATIONS FOR 2015/2016 continued

**FILEY SCHOOL DUKE OF EDINBURGH AWARD UNIT – New Application
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order
2012 No 965**

Amount requested towards purchasing expedition equipment including tents, waterproofs, rucksacks, cookers, compasses, sleeping mats etc.

RESOLVED: That a recommendation be made to full council that this application be **REFUSED** due to no balance sheet or constitution being submitted and therefore did not meet the financial assistance scheme criteria. It was also noted that Filey School is to become an Academy School with the Ebor Trust.

F050/015

**FILEY SOUTHdene BOWLING CLUB – awarded £250 in 2014/2015
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order
2012 No 965**

Amount requested towards a Petanque Court for members of the public and visitors to use. *Cllr J Shackleton declared a personal interest in the Southdene Bowling Club application as he is the council's representative on the group.*

RESOLVED: That a recommendation be made to full council that a grant of £250.00 be awarded to Filey Southdene Bowling Club from the Filey Sports Partnership Reserve towards the cost of a Petanque Court with grant payment being made upon receipt of invoice for the project and the Town Council being acknowledged as a sponsor.

F051/015

**FRIENDS OF FILEY PARKS – New Application
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order
2012 No 965**

Amount requested towards the design and printing of an additional 4,000 Glen and Crescent Gardens leaflets.

RESOLVED: That a recommendation be made to full council that a grant of £250.00 be awarded to the Friends of Filey Parks towards the design and printing of an additional 4,000 Glen and Crescent Gardens leaflets.

F052/015

**SPADE (Special People and Disability) – New Application
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order
2012 No 965**

Amount requested towards an iPad Air £479 to keep records of up and coming events and members personal information + HP Laserjet Printer for photos, leaflets, posters £16.99 + Laminator £29.99 + pouches £12.99 + speakers for use of background music & disco £39.69

RESOLVED: That a recommendation be made to full council that a grant of £250.00 be awarded to SPADE (Special People and Disability) towards the above I.T. equipment with grant payment being made upon receipt of invoice for the equipment.

F053/015

**YORKSHIRE COAST TITANS (AMATEUR RUGBY LEAGUE) – £400 awarded in 2014/2015
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order
2012 No 965**

Amount requested towards match and training balls £240 and 18 match day polo shirts £360 – total cost of £600

Cllr J Haxby declared a pecuniary interest as the Treasurer of Yorkshire Coast Titans and left the meeting and took no part in the decision.

RESOLVED: That a recommendation be made to full council that a grant of £400.00 be awarded to the Yorkshire Coast Titans (Amateur Rugby League) from the Filey Sports Partnership Reserve towards the cost of match day polo shirts plus badging to acknowledge the match polo shirts are sponsored by Filey Town Council, and subject to the design and wording of the match polo shirts being approved by the Town Council prior to the grant payment being made upon receipt of invoice for the match polo shirts.

F054/015

Member's personal and disclosable pecuniary interests (DPI's) are recorded in italics underneath each individual application.

RESOLVED: That all Member's personal and disclosable pecuniary interests are noted as detailed above for each individual grant application.

F055/015

FILEY SPORTS PARTNERSHIP RESERVE

Members noted that if the above grant applications are approved the present funds of £1,219.85 held in the Filey Sports Partnership Reserve will be fully utilised towards grant applications for sports related organisations in 2015/2016. It was

RESOLVED: That this information be noted.

F056/015

DRAFT BUDGET FOR 2015-2016

Staffing Budget 2015/2016

Members were circulated with a copy of recommendations of the required staffing and training budgets required from the Staffing Committee for inclusion in the 2015/2016 budget and after consideration of the following minute numbers:

Staffing Committee Recommendation Minute No 873/014

It was

RESOLVED : That the Staffing Budget proposal of £76,411.75 for 2015/2016 be accepted as outlined above for inclusion in the 2015/2016 budget.

F057/015

Staffing Committee Recommendation Minute No 874/014

It was

RESOLVED: That the Staff Training Budget of £500 be accepted for inclusion in the 2015/2016 budget.

F058/015

Emergency Plan Working Party

Members had been previously circulated with a copy of the minutes of the Emergency Plan Working Meeting held on 23 July 2014 requesting that a sum of £500 be placed in the Town Council's budget for 2015/2016 for emergency planning purposes. It was

RESOLVED: That the Emergency Plan Working Party's requested to place £500 in the Town Council's budget for 2015/2016 for emergency planning purposes be accepted.

F059/015

Review of Cemetery Fees

Members were circulated with a copy of revised Cemetery Fees for the Lawns Cemetery 2015/2016 for consideration and discussion took place on the amount of work required to develop the cemetery and the cemetery overspill land for a future burial ground. The RFO informed members that an increase in burials would be forthcoming due to St Oswald's Churchyard being declared a closed churchyard. Members noted that the council's burial fees were still much lower than most burial grounds in the area and were also concerned that the tender for the cemetery's ground maintenance contract had been advertised and contract prices had yet to be agreed. Members considered that cemetery fees should be increased and after discussion it was

RESOLVED: That a recommendation be made to full council that cemetery fees be increased by 5% rounded up to the nearest £5 (as per attached copy herewith) for the Lawns Cemetery for 2015/2016.

F060/015

Hire & Service Charges

Members had previously been circulated with current charges for equipment hire, room hire, photocopying, posters and archive printing charges and after consideration it was

RESOLVED: That a recommendation be made to full council that no increase is applied to Hire & Service Charges in 2015/2016.

F061/015

Commemorative Seating Policy

Members had previously been circulated with a copy of the Commemorative Seating Policy for a review of the cost of a donation towards a new commemorative seat and noted that no increase had been applied since 2012/2013. The RFO stated that these seats were those which were outside of the Model Agreement and members requested that the Property Committee determine specific areas which could accommodate commemorative seats as there were already an abundance of seats in the town. After discussion it was

RESOLVED: That a recommendation be made to full council that a donation towards a commemorative seat on a 10 year maintenance agreement is increased to £1,250, with a further 5 year maintenance agreement being increased to £650 and the cost of a replacement plaque being increased to £60 in 2015/2016 (as per attached copy policy herewith)

F062/015

DRAFT BUDGET FOR 2015-2016 continued

Donation towards a Coble Landing Beach Launching Attendant

Members of the Finance & General Purposes Committee were requested to identify funding for a Beach Launching Attendant for Coble Landing for an additional summer month (weekends only) during the summer 2015 as agreed 'in principle' by the full council on 10 December 2014 Minute No 849/014. Borough Cllr M Cockerill had informed the Town Council that the Borough Council would fund an attendant for three months (weekends only) and had supplied an approximate cost of £670 for an additional month (weekends only). After much discussion it was

RESOLVED: That a recommendation be made to full council that a sum of £700 be earmarked in the Town Council's budget for 2015/2016 towards a donation for the cost of a Beach Launching Attendant for Coble Landing for one month (weekends only) in the summer 2015, but until such time as the job description and detailed terms and conditions of the temporary position were known and provided to the Town Council for further consideration, no expenditure be agreed until further details are provided by Scarborough Borough Council and approved by the full council.

F063/015

Members agreed to defer Agenda items 5g and 5h until after Agenda items 8 had been discussed.

FIXED TERM DEPOSIT ACCOUNTS

The RFO informed members that all transactions for recently agreed Fixed Term Deposit accounts had been completed with all certificates/documents now having been received. The RFO informed members that the Town Council's Annual Investment Strategy 2013-2014 needed to be reviewed to amend the current Fixed Term Deposit Accounts and it was

RESOLVED: That the Town Council's Annual Investment Strategy be reviewed following the next meeting.

F064/015

RECORDING AND FILMING OF COUNCIL MEETINGS

Cllr Susan Bosomworth again declared a disclosable pecuniary interest in Agenda Item 8 due to her daughter being an employee of Future Technologies and left the room and took no part in the discussion.

RESOLVED: That Cllr Susan Bosomworth's disclosable pecuniary interest be noted. **F065/015**

The RFO circulated a list of contractors contacted for the supply of onsite recording equipment for council meetings (not live streaming but with facility to upload at the Council's convenience) and to include all installation costs of equipment, testing, commissioning and set up with on-site training being provided to council staff. The RFO explained to members the companies which had been approached and as this was a tailored service specific to the Town Council's requirements it could be classed as a specialist service. Members considered the details of the quotation and other contractors whom had been approached and the RFO informed members that there was a possibility that the bandwidth of the current broadband would need to be upgraded to fibre broadband and after discussion and consideration of the requirement for the sound quality to be much improved from the initial test and be fit for purpose, it was

RESOLVED: That a recommendation be made to full council that a contract be awarded to Future Technologies as per their detailed quotation (copy attached) for the supply of onsite recording equipment for council meetings (not live streaming) at a cost of £3,066.45 plus VAT on the proviso that further on site testing/commissioning and set up is undertaken prior to the final handover and installation to comply with the Town Council's complete satisfaction regarding the sound quality of the recording.

F066/015

Draft Precept Requirement 2015/2016

Members discussed in detail the draft precept requirement for 2015/2016 in line with the draft budget for 2015/2016. The RFO informed Members that the precept of £130,000 in 2014/2015 was made up of £122,880 precept plus a discretionary grant payment of £7,120 but the Town Council had been informed that the Borough Council intended not to pass on any discretionary grant payments to town and parish councils in 2015/2016 therefore the discretionary grant payment of £7,120 would not be available. The RFO circulated several calculations for precept requirements for member's consideration using the precept calculator as supplied by Scarborough Borough Council.

Finance & General Purposes Committee Meeting held on 21 January 2015 continued

Draft Precept Requirement 2015/2016 continued

It was noted that an additional 60 properties in Filey had been added to the property base and by applying no increase to last year's combined precept and discretionary grant of £130,000 this automatically resulted in an increase of 3.48% for a Band D property council taxpayer, which equates to an increase of £1.53 per annum in 2015/2016. Members were of the opinion that the Government should have insisted that the District Council's passed down discretionary grant payments to all town and parish councils and the RFO confirmed that she had sent a letter on behalf of the Town Council to the Government to strongly urge them to pass the discretionary grants down as this would be a hardship to many local councils. Members considered that in order for the Council to offer the same level of service it was necessary to retain the same level of precept and whilst the amount of money which the council received would not increase the council tax payer was being asked to pay more due to the discretionary grant payment being retained by Scarborough Borough Council. It was also noted that bank interest was at a very low rate and was not forecast to improve in the forthcoming year. After discussion it was

The following figures have been provided by Scarborough Borough Council (as the Billing Authority) to confirm the Band ratings

BAND	2014/2015	2015/2016	INCREASE PER ANNUM
Band A	£29.34	£30.36	£1.02
Band B	£34.23	£35.42	£1.19
Band C	£39.12	£40.48	£1.36
Band D	£44.01	£45.54	£1.53
Band E	£53.79	£55.66	£1.87
Band F	£63.57	£65.78	£2.21
Band G	£73.35	£75.90	£2.55
Band H	£88.02	£91.08	£3.06

RESOLVED: That a recommendation be made to full council that the Precept is set at £130,000 for 2015/2016 for inclusion in the draft budget 2015/2016. F067/015

Draft Budget 2015/2016

Members considered the draft budget in detail which had been prepared and planned over past meetings. The RFO stated that the 2015/2016 was a break even budget and had been prepared as cost effectively as possible with many budget headings not being increased and savings made wherever possible. The RFO highlighted amendments made since the last meeting which were approved by members for inclusion in the draft budget. After discussion it was

RESOLVED: That a recommendation be made to full council that the draft expenditure budget of £196,920 for 2015/2016 be accepted for approval as attached hereto. F068/015

Under Section 17 of the Crime and Disorder Act 1998, members considered that none of the above decisions would impact on crime and disorder.

The meeting finished at 8.45pm

Councillor J Shackleton
Chairman
Finance & General Purposes Committee