

FILEY TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD ON WEDNESDAY 4 NOVEMBER 2015 AT 7.00PM

Present: Cllr J Shackleton (Chairman), Cllr S Bosomworth, Cllr J Haxby (Vice Chair),
Cllr J Meek, Cllr K Wilkie
RFO Mrs G Robinson
Also present: Mr C Galway, Olympic Coaches

The Chairman welcomed members and Mr C Galway to the meeting.

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 **F822/015**

APOLOGIES

No apologies had been received from Cllr D Glanvill but since the meeting her apologies were given retrospectively due to ill-health. It was

RESOLVED: That this information be noted. **F823/015**

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 and in particular declared a personal interest in Agenda Item 4 Review of Investment Bond.

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 in particular when the initial consideration of grant applications were discussed in the next agenda item 14 at the end of the meeting. It was

RESOLVED: That Cllr J Haxby's personal declaration of interest be noted. **F824/015**

OLYMPIC COACHES

Members had previously been circulated with a letter from Mr C Galway, Olympic Coaches with a view to renewing the Filey Town Bus Agreement for a further two years. Mr Galway thanked members of both Filey Town Council and Scarborough Borough Council on behalf of all his passengers for their support over the last 18 months for the Filey Town Bus Service and without this financial support it would not have been possible to operate the service. Mr Galway updated members on the proposed vehicular expenses for the bus (including a new engine) which would need to be undertaken within the next year. It was noted that there had been an increase of 7,514 passengers over the past year. Mr Galway answered questions from members regarding the operation of the service and was informed that the Town Council and the Borough Council would be considering extending the Filey Town Bus Service Agreement for a further two years but this would depend upon budget constraints and no decision could be made until January 2016. Members considered that the Filey Town Bus Service was an excellent service which supported the community and older people to access local services which benefitted the local economy. It was

RESOLVED: That Mr C Galway be thanked for attending the meeting and an extension of the Filey Town Bus Service Agreement be further considered as part of the Town Council's budgeting process. **F825/015**

Mr C Galway was thanked for attending the meeting and left the meeting at 7.25pm

REVIEW OF INVESTMENT BOND

Portfolio Valuation

Members had previously been circulated with a portfolio valuation as at 30 September 2015 for consideration and it was noted that there had been a decrease in the overall portfolio valuation since the previous quarter and that the property fund was still suspended. Members requested that the Council's Independent Financial Advisor be invited to attend a Finance & General Purposes Committee meeting in January 2016. After discussion it was

RESOLVED: That the Investment Bond valuation report as at 30 September 2015 be accepted and the Independent Financial Advisor be invited to a Finance & General Purposes Committee meeting in January 2016. **F826/015**

Continued overleaf

INTERNAL AUDIT REPORT – SECOND QUARTER 2015/2016

Members had previously been circulated with a copy of the Internal Audit Report for the Second Quarter 2015/2016. The Internal Auditor had listed the financial areas which he had given his attention to in the second quarter and commented on the following:

- He had reviewed the tendering procedure in respect of a three year contract for the Hire & Installation of Festive Lighting to meet the requirements of the Local Government Transparency Code 2015 and found these requirements had been met and had been subjected to a rigorous procedure by the RFO and the Finance Committee
- Recommended that the level of Fidelity Guarantee Insurance be increased from £1 million to £2 million when the Council's insurance policy is renewed in 2016
- Commented on the good progress made to meet the requirements of the Local Government Transparency Code by the RFO to meet the criteria for the Council's submission for the Local Council Award Scheme at Quality award level

There were no other matters of concern identified in the Internal Auditor's Second Quarter report. It was **RESOLVED: That a recommendation be made to full council that the Internal Audit Report for the Second Quarter 2015/2016 be accepted.** **F827/015**

SECOND QUARTER BUDGET REPORT 2015/2016

Members had previously been circulated with a copy of the Second Quarter Budget Report for 2015/2016 and this was analysed by Members. The RFO gave an explanation to members in relation to actual income and expenditure which was compared with the planned budget and the projected forecast and she informed members that due to agreed expenditure of £12,266 in the 2014/2015 budget for the Disabled Lift which was subsequently paid for in the current year's expenditure this would result in a decrease in the Council's General Fund at the end of the financial year. The RFO stated that this would be closely monitored by herself together with Members as the financial year progressed and at present there were no concerns that the current planned budget would be overspent. It was

RESOLVED: That a recommendation be made to full council that the Second Quarter Budget Report 2015/2016 be accepted. **F828/015**

LAPTOP

Members considered the cost for a laptop to work in conjunction with the new overhead digital projector and screen which had recently been installed in the council chamber. The RFO was requested to gain further quotations and purchase in consultation with the Chairman of the Finance and General Purposes Committee with funds being allocated from within the council's planned stationery and Information technology budget headings. After discussion it was

RESOLVED: That the RFO purchase a laptop to work with the overhead digital projector and screen as detailed above. **F829/015**

SCARBOROUGH BOROUGH COUNCIL

Model Agreement Estimates 2016/2017

Members had previously been circulated with a letter and copy of Model Agreement Estimates for 2016/2017 which had been received from Scarborough Borough Council for acceptance. It was noted that the estimates had been index-linked in line with UK RPI as at 1 September 2015 which fell by 0.1% in the year to September 2015 and as a gesture of goodwill the payment made by the Borough Council will remain the same as that for 2015/2016. It was

RESOLVED: That the Model Agreement Estimates for 2016/2017 be accepted. **F830/015**

Parish Council Precepts 2016/2017

Members had previously been circulated with a letter detailing the required dates for the Parish Precept Demand for 2016/2017 and that the precept calculator would not be made available until the last two weeks of November 2015. Members noted that this information would be required when forecasting the council's budget for 2016/2017. The Borough Council also requested that the precept demand by submitted to the Borough Council by 31 December 2015 which the RFO and members agreed would not be workable as the Town Council's budget would not be finalised until the end of January 2016 at the earliest. It was

RESOLVED: That the above information be noted. **F831/015**

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FILEY MUSEUM

Members of the Property Committee had made a recommendation (Minute No 821/015) to the Finance & General Purposes Committee to use a sum of £1,380 from the Filey Museum Reserve to undertake specialist work to alleviate damp problems which need to be addressed at the Museum as soon as possible. It was

RESOLVED: That the recommendation from the Property Committee be agreed and M & R Malley be appointed to undertake specialist damp protection at Filey Museum at a cost of £1,380.00 as soon as possible with funds being utilised from the Filey Museum Reserve. F832/015

FILEY DECORATIVE LIGHTING SCHEME

Members of the Filey Decorative Lighting Scheme had made a recommendation to the Finance & General Purposes Committee to use a sum of £800 from the Decorative Lighting Reserve towards a set of new catenary Christmas lights for the Memorial Gardens Christmas Tree this year and the RFO informed members that a donation of £500 towards the lighting had been received from the Filey Lions Club. It was

RESOLVED: That the recommendation from the Filey Decorative Lighting Scheme Working Party be agreed to purchase a new set of catenary Christmas lights from Rosedale Lighting at a total cost of £1,300 plus VAT with funds being utilised from the Decorative Lighting Reserve (offset by the donation of £500 from Filey Lions Club with a further possible contribution from the Town Guide Working Party Reserve). F833/015

FILEY FLOOD ALLEVIATION SCHEME

The Clerk informed members that an email had been received from Borough Cllr M Cockerill informing the Town Council that members of Scarborough Borough Council will be ~~considering~~ taking on the responsibility for the maintenance of bunds as part of the Filey Flood Alleviation Scheme. It was

RESOLVED: That the above information be noted and welcomed. F834/015

FILEY SOUTHDENE BOWLING CLUB

Members had previously been circulated with a letter from the Secretary of the Filey Southdene Bowling Club thanking the Town Council for agreeing to hold their grant of £250 towards a petanque court until March 2016, however the club stated that regrettably they would be unable to accept the grant as they were not in a position to proceed with this project at the current time. It was

RESOLVED: That the above information be noted and the sum of £250 be made available for sports related grant applications in 2016/2017. F835/015

INITIAL CONSIDERATION OF GRANT APPLICATIONS 2016/2017

The RFO circulated to Members a list of 15 grant applications and the content of each one was considered in detail. Cllr S Bosomworth, Cllr J Meek and Cllr K Wilkie all declared a personal interest in the Filey & District Safety Committee as council representatives on the group. Cllr S Bosomworth declared a personal Interest in the Festival of Filey application as her daughter is a member of their Committee. It was agreed that any awards would not be finalised until the draft budget had been agreed. It was

RESOLVED: That Cllr S Bosomworth, Cllr J Meek, and Cllr K Wilkie's personal interests be noted as detailed above. F836/015

RESOLVED: That the above information be noted. F837/015

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 8.35pm.

Councillor J Shackleton
Chairman
Finance & General Purposes Committee