

FILEY TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD ON WEDNESDAY 20 JANUARY 2016 AT 7.00PM

Present: Cllr S Bosomworth, Cllr J Haxby, Cllr J Shackleton (Chair), 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 **F050/016**

APOLOGIES

Cllr D Glanvill had sent her apologies (holiday) to the meeting. No apologies had been received from Cllr J Meek. It was

RESOLVED: That Cllr D Glanvill's apologies be accepted. **F051/016**

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.

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. **F052/016**

CHANGES TO THE EXTERNAL AUDIT REGIME

Members had previously been circulated with a copy of a briefing note from the Yorkshire Local Councils Association informing members that changes to the audit arrangements were introduced by the Local Audit and Accountability Act 2014 and the Audit Commission ceased to exist on 1 April 2015 and a new company called Smaller Authorities Audit Appointments Ltd has been recently created to take over the appointment of external auditors and to deal with the setting of audit fees for smaller authorities from 2017. The RFO informed members that each council now needs to make a decision on whether it will remain automatically opted in or out of the new Sector Led Body (SLB) audit regime and a decision was needed to be made by 31 March 2016. Members considered that by 'opting-in' to this new external audit regime this would apply complete impartiality and gave assurance of similar external audit fees. After discussion it was

RESOLVED: That a recommendation be made to full council to automatically 'opt in' to new Sector Led Body (SLB) audit regime for external audit purposes as detailed in the briefing note issued by the Yorkshire Local Councils Association. **F053/016**

FURTHER CONSIDERATION OF GRANT APPLICATIONS 2016 – 2017

A total of 15 grant applications had been received this year and had been considered by Members in detail at a previous meeting held on 4 November 2015 and the following recommendations to full council were made. The RFO informed members that a balance of £250.00 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. **F054/016**

LIST OF GRANT APPLICATIONS FOR 2016/2017

FILEY BRIGG ANGLING SOCIETY - £100 awarded in 2015/2016

(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 2016.

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 2016 with the Town Council being acknowledged as a sponsor on all advertising for the event.

F055/016

LIST OF GRANT APPLICATIONS FOR 2016/2017 continued

FILEY & DISTRICT SAFETY COMMITTEE – awarded £400 in 2015/2016

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

Amount requested towards Summer Safety Awareness Event 2016 – 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 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 2016 Safety Awareness Event with the Town Council being acknowledged as a sponsor on all advertising for the event.

F056/016

FILEY CANCER FUND – New Application

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

Amount requested to purchase small metal shed to keep items stored which are too large to be stored in the shop.

RESOLVED: That a recommendation be made to full council that a grant of £100.00 be awarded to the Filey Cancer Fund towards the purchase of a small metal shed with grant payment being made upon receipt of invoice for the equipment.

F057/016

FILEY CRICKET CLUB – New Application

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

Amount requested to purchase new wicket covers for the benefit of the whole club at a cost of £6,950 to comply with mandatory rules for all teams in the league to have this equipment.

RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to the Filey Cricket Fund towards the purchase of new wicket covers for the benefit of the whole club with the Town Council being acknowledged as a sponsor on any publicity for the equipment and grant payment being made upon receipt of invoice for the equipment.

F058/016

FESTIVAL OF FILEY – New Application

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

Amount requested towards sponsorship of 'The Party in the Park' event 2016 to start after the opening ceremony at an estimated cost of £10,275.

Cllr S Bosomworth declared a personal interest in this application as her daughter is the Secretary of the Festival of Filey.

RESOLVED: That a recommendation be made to full council that a grant of £400.00 be awarded to the Festival of Filey towards sponsorship of 'The Party in the Park' event 2016 with the Town Council being acknowledged as a sponsor on all advertising for the event.

F059/016

FILEY FESTIVAL OF MUSIC - £400 awarded in 2015/2016

(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 2016 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 2016 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.

F060/016

LIST OF GRANT APPLICATIONS FOR 2016/2017 continued

FILEY FLOWER CLUB – New Application

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

Amount requested to purchase a microphone and headset at a cost of £335.80 for flower club demonstrators and speakers.

RESOLVED: That a recommended be made to full Council that a grant of £100.00 be awarded to the Filey Flower Club towards the purchase of a microphone and headset for flower club demonstrators and speakers to use with grant payment being made upon receipt of invoice for the equipment.

F061/016

FILEY FOLK FESTIVAL – £400 awarded in 2015/2016

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

Amount requested towards sponsorship of the 3 day Filey Folk Festival 2016 including promotion and advertising + sponsorship of key performers, approx cost of overall event £4,200.

RESOLVED: That a recommended be made to full Council that a grant of £400.00 be awarded to the Filey Folk Festival 2016 towards promotion and advertising of the Filey Folk Festival 2016 with the Town Council being acknowledged as a sponsor on all advertising for the event.

F062/016

FILEY IN BLOOM – £500 awarded in 2015/2016

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

Amount requested for bulb planting £500, stone sculpture in Crescent Gardens £500, new herbs in planter £100, areas for development for Britain in Bloom Entry £300 and promotional/advertising £300

RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to Filey in Bloom towards a stone heron sculpture in Crescent Gardens with the Town Council being acknowledged as a sponsor on a plaque on/adjacent to the sculpture with grant payment being made upon receipt of invoice for the sculpture and plaque.

F063/016

FILEY LADIES MONDAY CLUB – New Application

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

Amount requested towards sponsorship of a Rose bed in Crescent Gardens through Filey in Bloom at a cost of £325 to mark the Monday Club's 50th Anniversary celebration.

RESOLVED: That a recommendation be made to full council that this application be REFUSED due to the Rose Bed in Crescent Gardens being already planted and being sponsored by the Filey Ladies Monday Club to mark the Monday Club's 50th Anniversary.

F064/016

FILEY LIONS CLUB - £500 awarded in 2015/2016

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

Amount requested towards purchase of fireworks for community bonfire night 2016 – approx cost of fireworks £4,000 plus hire of sound system £900 in 2015.

RESOLVED: That a recommendation be made to full Council that a grant of £600.00 be awarded to the Filey Lions Club towards the purchase of fireworks for the community bonfire night 2016 organised by Filey Lions Club with the Town Council being acknowledged as a sponsor on all advertising for the event.

F065/016

LIST OF GRANT APPLICATIONS FOR 2016/2017 continued

FILEY & DISTRICT PROBUS CLUB – New Application

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

Amount requested towards the cost of a laptop and software for visiting speakers to use.

RESOLVED: That a recommendation be made to full council that a grant of £150.00 be awarded to the Filey & District Probus Club towards the cost of a laptop and software with grant payment being made upon receipt of invoice for the equipment.

F066/016

LIST OF GRANT APPLICATIONS FOR 2016/2017 continued

FILEY SAILING CLUB – £250 awarded in 2015/2016

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

Amount requested towards teaching equipment – Digital Signage Screen for training young people and to encourage more women to take up the sport of sailing at a cost of £2,426.40 The Club has submitted a grant to the Inspired Facilities Build for grant funding of £75,000 for refurbishment of existing club house to improve facilities.

RESOLVED: That a recommendation be made to full council that a grant of £600.00 be awarded to Filey Sailing Club (including £250 being awarded from the Filey Sports Partnership Reserve) towards the cost of teaching equipment – Digital Signage Screen with grant payment being made upon receipt of invoice for the equipment and the Town Council being acknowledged as a sponsor.

F067/016

FILEY & DISTRICT TOURISM ASSOCIATION – New Application on behalf of the Filey Tidy Group

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

Amount requested towards litter picking equipment for 6 volunteers to pick litter in Filey – Litter Bags £250, 6 Litter Picks £134, 20 Bin Sticker Packs £100

RESOLVED: That a recommendation be made to full council that a grant of £134.00 be awarded to the Filey Tidy Group via the Filey & District Tourism Association towards the purchase of 6 Litter Picks with the grant payment being made upon receipt of invoice for the equipment.

F068/016

FRIENDS OF FILEY LIBRARY – New Application

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

Amount requested towards providing a projector £126, Screen £121 and PA System £168 for outside presenters/speakers at Filey Library

RESOLVED: That a recommendation be made to full council that a grant of £150.00 be awarded to the Friends of Filey Library towards the cost of providing a projector, screen and PA System for outside presenters/speakers at Filey Library with the grant payment being made upon invoice for the equipment.

F069/016

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.

F070/016

FILEY SPORTS PARTNERSHIP RESERVE

Members noted that if the above grant applications are approved the present funds of £250.00 held in the Filey Sports Partnership Reserve will be fully utilised towards grant applications for sports related organisations in 2016/2017. It was

RESOLVED: That this information be noted.

F071/016

DRAFT BUDGET FOR 2016-2017

Staffing Budget 2016/2017

Members were circulated with a copy of recommendations of the required staffing and training budgets required from the Staffing Committee for inclusion in the 2016/2017 budget and after consideration of the following minute numbers:

Staffing Committee Recommendation Minute No 955/015

It was

RESOLVED : That the Staffing Budget proposal of £77,165.53 for 2016/2017 be accepted as outlined above for inclusion in the 2016/2017 budget. F072/016

Staffing Committee Recommendation Minute No 956/015

It was

RESOLVED: That the Staff Training Budget of £500 be accepted for inclusion in the 2016/2017 budget. F073/016

Review of Cemetery Fees

Members were circulated with a copy of revised Cemetery Fees for the Lawns Cemetery 2016/2017 for consideration and noted that the Borough Council had applied no increase in Model Agreement funding to manage the cemetery in 2016/2017. Members considered that cemetery fees should be increased by 5% rounded up to the nearest £5 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 2016/2017. F074/016

Hire & Service Charges

Members had previously been circulated with current charges for equipment hire, room hire, photocopying, posters and archive printing charges. The RFO stated that she had included charges for photocopying double sided copies and requested that these fees be considered by members and it was

RESOLVED: That a recommendation be made to full council that no increase is applied to Hire & Service Charges in 2016/2017 and fees for double sided photocopies be included (as per the attached copy herewith) F075/016

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 for consideration. The RFO stated that these seats were those which were outside of the Model Agreement. After discussion it was

RESOLVED: That a recommendation be made to full council that no increase is applied to the Commemorative Seating Policy (attached copy herewith) F076/016

DRAFT BUDGET FOR 2016-2017 continued

Donation towards a Coble Landing Beach Launching Attendant

Members of the Finance & General Purposes Committee were requested to consider funding for a Beach Launching Attendant for Coble Landing for an additional one month (weekends only) during the summer 2016. The Borough Council would fund an attendant for three months (weekends only) and had supplied an approximate cost of £700 for an additional month (weekends only). After discussion it was

RESOLVED: That a recommendation be made to full council that a sum of £700.00 be earmarked in the Town Council's budget for 2016/2017 towards a donation for the cost of a Beach Launching Attendant for Coble Landing for one month (weekends only) in the summer 2016. F077/016

Donation towards the Filey Town Bus Service

Members had previously been circulated with information from the Borough Council's Corporate and Finance Strategy Group (CFSG) stating that it was proposing to include a sum of £5K towards the Filey Town Bus Service for one year only in the Borough Council draft budget for 2016/2017. It was also stated that given the Borough Council's funding pressures no funding contributions will be provided thereafter towards the scheme. After consideration it was

RESOLVED: That the Borough Council's draft proposal of a donation of £5,000 to the Town Council for 2016/2017 to support the continuation of the Filey Town Bus Service be very much welcomed. F078/016

Finance & General Purposes Committee Meeting held on 20 January 2016 continued

Donation towards the Filey Town Bus Service continued

RESOLVED: That a recommendation be made to full council that a financial contribution of £6,000 per annum over a one year period be made to Olympic Coaches for the Filey Town Bus Service and subject to a signed agreement with terms and conditions being mutually agreed by the Town Council and the Borough Council. **F079/016**

Members agreed to defer Agenda items 5g (Precept Requirement) and 5h (Draft Budget 2016/2017) until Agenda items 10 (Insurance Contract) had been discussed.

QUEEN STREET GARDEN

Members were circulated with a copy of the minutes from the Property Committee meeting held on 14 January 2016 and were asked to consider a recommendation as detailed in Minute No 043/016 to approve a fee proposal for the Queen Street Garden drainage works up to the first stage at a cost of £5,676.05 (not including CDM Regulations, Procurement, Contracts or cost of the works or onside supervision of the works). The RFO stated that she had taken advice from the Yorkshire Local Councils Association and confirmation had been received that this function could be discharged to the Borough Council by using Section 101(1) of the Local Government Act 1972. After discussion it was

RESOLVED: That a recommendation be made to full council that the recommendation from the Property Committee Minute No 043/016 and a sum of £5,676.05 for the fee proposal as provided by Scarborough Borough Council for stage 1 of the Queen Street Garden drainage works be approved with expenditure being allocated from the Council Property Reserve. **F080/016**

FIXED TERM DEPOSIT ACCOUNTS

The RFO informed members that transactions for recently agreed Fixed Term Deposit accounts with Santander and Lloyds Bank had been completed with all certificates/documents now having been received and being reduced to £75,000 each in order that they are covered by the Financial Compensation Scheme. The RFO stated that she is considering other financial institutions for a further £75K investment and would report back to members in due course. The RFO informed members that the Town Council's Annual Investment Strategy would need to be reviewed to amend the current Fixed Term Deposit Accounts and it was

RESOLVED: That the above information be noted and the Town Council's Annual Investment Strategy be reviewed once all the Fixed Term deposits have all been completed. **F081/016**

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded for the following item of business being in relation to terms of tenders, proposals in negotiations for contracts. **F082/016**

INSURANCE CONTRACT

The RFO informed members that three quotations for the Town Council's insurance policy with effect from 1 April 2016 had been obtained and copies of these were circulated to members for consideration in detail.

RESOLVED: That a recommendation be made to full council that Zurich Insurance is awarded a five year contract for the Town Council's Insurance from 1 April 2016 to 31 March 2021 at a cost of £2,601.31 per annum including premium tax and index linked at 3% as per their detailed schedule and quotation provided. **F083/016**

DRAFT BUDGET FOR 2016-2017 continued

Draft Precept Requirement 2016/2017

Members discussed in detail the draft precept requirement for 2016/2017 in line with the draft budget for 2016/2017. The RFO circulated several calculations for precept requirements for member's consideration using the precept calculator as supplied by Scarborough Borough Council. It was noted that an additional 71 properties in Filey had been added to the property base and by applying no increase to last year's precept of £130,000 this automatically increased the current precept to £133,300 without making any increase to a Band D property council taxpayer. Members considered that it was necessary to increase the precept to £135,000 to accommodate the Town Council's planned budget to deliver the same level of quality services. It was noted that the slight increase in the precept would incur an additional 0.63p increase per annum to a Band D council tax payer.

DRAFT BUDGET FOR 2016-2017 continued

Draft Precept Requirement 2016/2017 continued

After due consideration it was

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

BAND	2015/2016	2016/2017	INCREASE PER ANNUM
Band A	£30.36	£30.78	£0.42
Band B	£35.42	£35.91	£0.49
Band C	£40.48	£41.04	£0.56
Band D	£45.54	£46.17	£0.63
Band E	£55.66	£56.43	£0.77
Band F	£65.78	£66.69	£0.91
Band G	£75.90	£76.95	£1.05
Band H	£91.08	£92.34	£1.26

RESOLVED: That a recommendation be made to full council that the Precept is set at £135,000 for 2016/2017 for inclusion in the draft budget 2016/2017. F084/016

Draft Budget 2016/2017

Members considered the draft budget in detail which had been prepared and planned over past meetings. The RFO stated that the 2016/2017 budget 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 £190,978.74 for 2016/2017 be accepted for approval as attached hereto. F085/016

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 closed at 8.40pm

Councillor J Shackleton
Chairman
Finance & General Purposes Committee