

FILEY TOWN COUNCIL
MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
MEETING HELD ON WEDNESDAY 18 JANUARY 2017 AT 7.00PM

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

Also Present: Cllr M Anthony
Cllr J Casey
Mr C Galway, Olympic Coaches

The Chairman welcomed members of the Committee and also welcomed Cllr M Anthony, Cllr J Casey and Mr 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. F039/017

APOLOGIES

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

RESOLVED: That the above information be noted. F040/017

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 S Bosomworth declared a pecuniary interest in Agenda Item 4 being a Director of the Filey Bay Today Magazine who had an interest in the Filey Bus Service and she also declared a pecuniary interest in any items relating to the Town Council's Internal Auditor as he was also the acting on behalf of the Filey Bay Today Magazine.

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 in particular when discussing grant applications later in the meeting. It was

RESOLVED: That Cllr S Bosomworth's pecuniary declaration of interests be noted. F041/017

RESOLVED: That Cllr J Haxby's personal declaration of interest be noted. F042/017

FILEY TOWN BUS SERVICE

Cllr Susan Bosomworth left the room for this agenda item after having declared a pecuniary interest.

Members had previously been circulated with a letter from Mr C Galway, Olympic Coaches which gave detailed information regarding his accounts for year ending 5 April 2016. The Chairman invited Mr Galway to speak to members to give a progress update regarding the Filey Town Bus Service and he informed members of his investment in a new vehicle and answered questions from members regarding the service. Members thanked Mr Galway for operating this well-respected service which was well used by local residents and in particular older people in the town to access local shops, banks, post office, doctors etc. The RFO informed members that Scarborough Borough Council had not agreed not to make any contribution to the Filey Town Bus Service in 2017/2018. Members agreed to defer making a decision regarding any contribution towards the service in 2017/2018 until later in the meeting when the draft precept and draft budget would be considered. It was

RESOLVED: That Mr Galway be thanked for attending the meeting and the above information be noted and re-discussed later in the meeting. F043/017

Mr C Galway and Cllr J Casey left the meeting at 7.35pm

AUDITOR APPOINTMENTS FOR SMALLER AUTHORITIES FOR THE 2017/18 – 2021/22 FINANCIAL YEARS

Members had previously been circulated with a copy of an email from the Yorkshire Local Councils Association advising that following a procurement exercise the Smaller Authorities Audit Appointments Ltd (SAAA), have appointed external auditors for the 2017/2018 – 2021/22 financial years and PKF Littlejohn have been appointed for North, South and West Yorkshire. It was

RESOLVED: That the above information be noted. F044/017

BANK RECONCILIATIONS

Members had previously been circulated with copies of Bank Reconciliations for November 2016 and December 2016 which had been prepared by the RFO and checked by the Internal Auditor. Cllr J Shackleton as Chairman of the Finance and General Purposes Committee informed members that he had reviewed the Bank Reconciliations for this period and reported these had been signed by himself as being correct. It was

RESOLVED: That the Bank Reconciliations for November 2016 and December 2016 be accepted.
F045/017

FIXED TERM DEPOSIT ACCOUNTS

The RFO informed members that she had rolled over the Fixed Term Deposits for Santander at 0.5% and Lloyds Bank at 0.9% for a further 12 months. The RFO stated that she was finding difficulty in finding other banking institutions which were not affiliated to main banks and therefore could not afford the Town Council of the Financial Compensation Scheme guarantee of £75K. The RFO suggested that additional funds could be placed in the Town Council's Public Sector Deposit Fund account which provided easy access and was not tied up for any fixed term period. After discussion it was

RESOLVED: That a recommendation be made to full council that a sum of £100,000 be transferred to the Public Sector Deposit Fund from the Investment Bank Account.
F046/017

NATIONAL SAVINGS AND INVESTMENTS

The RFO informed members that following a complaint made to National Savings and Investments the complaint had been settled in full and a sum of £974.24 had been received for the Town Council's incurred costs and charges in trying to open a savings account. It was

RESOLVED: That the above information be welcomed and it be noted the complaint had now been satisfactorily settled in full by National Savings and Investments.
F047/017

FILEY SPORTS PROVISION PROJECT

Members were asked to consider allocating a sum 'in principle' towards the proposed Filey Sports Provision Project of which the Town Council were represented on the partnership. The RFO stated that at this stage Ebor Academy were in the process of drawing up a Business Plan for the project and would like some indication of how much funding the Town Council would be prepared to contribute towards the project. Scarborough Borough Council had verbally offered a sum of £330K but this was yet to be formally agreed by their members. After discussion it was

RESOLVED: That a recommendation be made to full council that a sum of £100,000 be earmarked 'in principle' from council reserves towards the Filey Sports Partnership project subject to the receipt of a robust and sustainable project Business Plan (as produced by the Ebor Academy) being fully considered by the Town Council and overseen by the Yorkshire Local Councils Association on behalf of the Town Council.
F048/017

<u>LIST OF GRANT APPLICATIONS FOR 2017/2018</u>	
FILEY ALLOTMENT & GARDEN ASSOCIATION – no award in 2016/2017	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested to provide a soakaway opposite the shop on site to alleviate flooding.	
RESOLVED: That a recommendation be made to full Council that a grant to the Filey Allotment & Garden Association be REFUSED due to the annual rent charged by the Town Council not being increased for the next three years (or for the previous three years) and due to this request being made to improve council owned land.	F049/017
FILEY BAY INITIATIVE – no award in 2016/2017	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount £300 requested towards production of another leaflet in their series to cover interesting buildings in Filey – approx cost of printing 5,000 leaflets.	
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<u>Finance & General Purposes Committee Meeting held on 18 January 2017 continued</u>	
<i>Cllr S Bosomworth declared a personal interest in this application due to her being the Town Council's Representative.</i>	
RESOLVED: That a recommendation be made to full council that a grant of £275.00 be awarded to Filey Bay Initiative towards the cost of printing 5,000 leaflets to depict interesting buildings in Filey, with grant payment being made upon receipt of invoice for the leaflets.	F050/017
FILEY BRIGG ANGLING SOCIETY - £100 awarded in 2016/2017	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested for sponsorship prize £100 attached to the Filey Town Cup at the Fishing Festival 2017 and a further £100 requested to provide a new banner to advertise the Filey Fishing Festival 2017.	
RESOLVED: That a recommendation be made to full Council that a grant of £200.00 be awarded to the Filey Brigg Angling Society for sponsorship prize of £100 attached to the Filey Town Cup and £100 to provide a new banner to advertise the Filey Fishing Festival 2017 with the Town Council being acknowledged as a sponsor on all advertising for the event.	F051/017
FILEY CHILDCARE – New Application	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested for play sand £85, Play Bark £130, Gravel £93, Storage Boxes £168, Outdoor toys and equipment £200, Mud Kitchen set £383.94 and bats and balls £150 = Total £1,209.94	
RESOLVED: That a recommendation be made to full Council that a grant of £500.00 be awarded to the Filey Childcare towards an outdoor mud kitchen and towards outdoor toys with grant payment being made upon receipt of invoice for the equipment.	F052/017
FESTIVAL OF FILEY – £400 awarded in 2016/2017	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested towards sponsorship of the Filey Festival 2017	
RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to the Festival of Filey towards sponsorship of the Festival of Filey 2017 event with the Town Council being acknowledged as a sponsor on all advertising for the event.	F053/017
FILEY FESTIVAL OF MUSIC - £400 awarded in 2016/2017	
(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 2017 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 2017 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.	F054/017
FILEY FOLK FESTIVAL – £400 awarded in 2016/2017	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested towards sponsorship of the 3 day Filey Folk Festival 2017 including promotion and advertising + sponsorship of key performers, approx cost of overall event £2,700.	
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<p>Finance & General Purposes Committee Meeting held on 18 January 2017 continued</p> <p>FILEY FOLK FESTIVAL continued</p> <p>RESOLVED: That a recommended be made to full Council that a grant of £400.00 be awarded to the Filey Folk Festival 2017 towards promotion and advertising of the Filey Folk Festival 2017 with the Town Council being acknowledged as a sponsor on all advertising for the event.</p>	F055/017
<p>FILEY IN BLOOM – £500 awarded in 2016/2017</p> <p>(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965</p> <p>Amount requested towards providing a notice board solely for the use of Filey in Bloom to be situated in Crescent Gardens 3ft x 2ft at estimated cost of £500</p> <p>RESOLVED: That a recommendation be made to full council that the Filey in Bloom's grant application towards a noticeboard be REFUSED as the council would rather provide grant funding towards improving planting in the gardens to benefit the whole community.</p>	F056/017
<p>FILEY MUSIC FESTIVAL – New Application</p> <p>(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965</p> <p>Amount of £1,000 requested towards hire of two stages and sound technicians for the Filey Music Festival 2017.</p> <p>RESOLVED: That a recommendation be made to full council that a grant of £500 be awarded to the Filey Music Festival towards the hire of two stages and sound technicians with the Town Council being acknowledged as a sponsor on all advertising for the event.</p>	F057/017
<p>FILEY LIONS CLUB - £600 awarded in 2016/2017 (Grant returned due to event not being able to proceed due to inclement weather)</p> <p>(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965</p> <p>Amount requested towards purchase of fireworks for community bonfire night 2017 – approx cost of fireworks £4,000 plus hire of sound system £900 in 2016.</p> <p>RESOLVED: That a recommendation be made to full Council that a grant of £1,000.00 be awarded to the Filey Lions Club towards the purchase of fireworks and towards event insurance for the community bonfire night 2017 organised by Filey Lions Club with the Town Council being acknowledged as a sponsor on all advertising for the event.</p>	F058/017
<p>FILEY SEA CADETS – New Application</p> <p>(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965</p> <p>Amount of £691.20 requested towards the cost of additional and replacement folding tables for fundraising functions, teaching of classes/activities for cadets.</p> <p>RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to the Filey Sea Cadets towards the cost of additional and replacement folding tables to be used for fundraising functions and teaching of classes/activities for cadets with grant payment being made upon receipt of invoice for the equipment and the Town Council being acknowledged as a sponsor.</p>	F059/017
<p>FRIENDS OF FILEY PARKS – New Application</p> <p>(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965</p> <p>Amount of £800 requested towards an additional chainsaw sculpture to create a sculpture trail in the parks and gardens.</p> <p>RESOLVED: That a recommendation be made to full council that a grant of £600.00 be awarded to Friends of Filey Parks towards the cost of an additional chainsaw sculpture to be part of the sculpture trail in Glen Gardens with grant payment being made upon receipt of invoice for the sculpture and the Town Council being acknowledged as a sponsor.</p>	F060/017

<u>Finance & General Purposes Committee Meeting held on 18 January 2017 continued</u>	
ST OSWALD'S CHURCH, FILEY – New Application	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested towards major repair of the pipe organ at estimated cost of £21,000.	
<i>Cllr R Walker declared a personal interest in this application as he and his wife are members of the St Oswald's Church.</i>	
RESOLVED: That a recommendation be made to full council that a grant of £500.00 be awarded to St Oswald's Church, Filey towards the cost of major repair to the pipe organ with the grant payment being made upon receipt of invoice for repair of the pipe organ and the Town Council being acknowledged as a sponsor.	F061/017
SCARBOROUGH, WHITBY, RYEDALE FOSTER CARERS ASSOCIATION (SWRFCA) – New Application	
(The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No 965	
Amount requested towards social events for foster families such as Christmas Parties, Halloween, Bonfire Night and other social occasions.	
RESOLVED: That a recommendation be made to full council that the Scarborough, Whitby, Ryedale Foster Carers Association grant application be REFUSED due to no balance sheet being available due to being a new group and that fundraising for social events could be raised by the group.	F062/017

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. **F063/017**

DRAFT BUDGET FOR 2017-2018

Staffing Budget 2017/2018

Members were circulated with a copy of recommendations of the required staffing and training budgets required from the Staffing Committee for inclusion in the 2017/2018 budget and after consideration of the following minute numbers:

Staffing Committee Recommendation Minute No 036/017

It was

RESOLVED : That the Staffing Budget proposal of £77,399.83 for 2017/2018 be accepted as outlined above for inclusion in the 2017/2018 budget. **F064/017**

Staffing Committee Recommendation Minute No 037/017

It was

RESOLVED: That the Staff Training Budget of £500 be accepted for inclusion in the 2017/2018 budget. **F065/017**

Review of Cemetery Fees

Members were circulated with a copy of revised Cemetery Fees for the Lawns Cemetery 2017/2018 for consideration and noted that the Borough Council had applied a 1% increase in Model Agreement funding to manage the cemetery in 2017/2018. 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 2017/2018. **F066/017**

Hire & Service Charges

Members had previously been circulated with current charges for equipment hire, room hire, photocopying, posters and archive printing charges. It was

RESOLVED: That a recommendation be made to full council that no increase is applied to Hire & Service Charges in 2017/2018 (as per the attached copy herewith) **F067/017**

DRAFT BUDGET FOR 2017-2018 continued

Commemorative Seating Policy

Members had previously been circulated with a copy of the Commemorative Seating Policy for a review of donations towards the provision and maintenance of 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 a small increase is applied to the Commemorative Seating Policy due to the increased cost of purchasing and maintaining commemorative seats (attached copy herewith)** **F068/017**

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 2017. 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 2017/2018 towards a donation for the cost of a Beach Launching Attendant for Coble Landing for one month (weekends only) in the summer 2017.** **F069/017**

Donation towards the Filey Town Bus Service

Members were informed that Scarborough Borough Council had agreed that no further contribution would be made to the Filey Town Bus Service in 2017/2018 but were made aware that a local contribution of £2,500 had been agreed towards the Filey Town Bus Service. After consideration it was **RESOLVED: That a recommendation be made to full council that a financial contribution of £8,500 per annum for a period of one year with effect from 1 April 2017 be made to Olympic Coaches for the Filey Town Bus Service subject to a signed agreement with terms and conditions being agreed by the Town Council.** **F070/017**

Draft Precept Requirement 2017/2018

Members discussed in detail the draft precept requirement for 2017/2018 in line with the draft budget for 2017/2018. 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 61 properties in Filey had been added to the property base and by applying no increase to last year's precept of £135,000 this automatically increased the current precept to £137,750 without making any increase to a Band D property council taxpayer. Members considered that it was necessary to increase the precept to £139,000 to accommodate the Town Council's planned budget to deliver the same level of quality services and to support the Filey Town Bus Service. It was noted that the slight increase in the precept would incur an additional 0.36p increase per annum to a Band D council tax payer. 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	2016/2017	2017/2018	INCREASE PER ANNUM
Band A	£30.78	£31.02	£0.24
Band B	£35.91	£36.19	£0.28
Band C	£41.04	£41.36	£0.32
Band D	£46.17	£46.53	£0.36
Band E	£56.43	£56.87	£0.44
Band F	£66.69	£67.21	£0.52
Band G	£76.95	£77.55	£0.60
Band H	£92.34	£93.06	£0.72

RESOLVED: That a recommendation be made to full council that the Precept is set at £139,000 for 2017/2018 for inclusion in the draft budget 2017/2018. **F071/017**

DRAFT BUDGET FOR 2017-2018 continued

Draft Budget 2017/2018

Members considered the draft budget in detail which had been prepared and planned over past meetings. The RFO stated that the 2017/2018 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 a new Community Reserve be created with a sum of £4,000 being allocated from the 2017/2018 budget for community projects.
F072/017

RESOLVED: That a recommendation be made to full council that the draft expenditure budget of £193,168.43 for 2017/2018 be accepted for approval as attached hereto.
F073/017

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 9.25pm.

Councillor J Shackleton
Chairman
Finance & General Purposes Committee