

FILEY TOWN COUNCIL

MINUTES OF THE STRATEGIC PLANNING COMMITTEE HELD ON 26 FEBRUARY 2015 AT 10.00AM

Present: Cllr Susan Bosomworth (Chairman), Cllr J Casey, Cllr R Walker,
Cllr T Willis, Cllr Marion Wright
Clerk - Mrs G Robinson

Cllr S Bosomworth thanked everyone for attending and welcomed them 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. 169/015

APOLOGIES

Cllr J Shackleton (holiday) and Cllr E Holden (ill-health) had sent their apologies to the meeting. Cllr R Walker had been requested to attend the meeting as Vice Chairman of the Property Committee in Cllr Holden's absence. It was

RESOLVED: That Cllr J Shackleton and Cllr E Holden's apologies be accepted. 170/015

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. The Chairman informed Members that they could make a declaration of interest at any point during the meeting.

Cllr Richard Walker (Chairman) declared a personal interest in Agenda Item 4 as he is an Executive Member of the Yorkshire Local Councils Association.

It was

RESOLVED: That Cllr Richard Walker's personal interest be noted. 171/015

NEW LEGAL RIGHT TO USE ELECTRONIC COMMUNICATIONS TO SEND THE SUMMONS FOR COUNCIL MEETINGS

The Clerk had previously circulated to members a copy of an email from the Yorkshire Local Councils Association together with Statutory Instrument 2015 No 5 'The Local Government (Electronic Communications) (England) Order 2015' for consideration. The Clerk stated that members had to consent for the summons to be sent electronically. Members discussed all the implications of sending agendas by electronic means as follows:

- individual printing costs for members or the provision of a handheld tablet device;
- regular checking of a dedicated email address;
- reduction in officer time;
- reduction in photocopying and postage costs;
- the size of pdf files for associated correspondence/agenda pack to be sent by email;
- member training costs

Whilst it was recognised this method could possibly make efficiency savings for the Council and was a more modern way of working the above implications needed to be addressed and any initial costs would need to be budgeted for. After much consideration it was agreed that following the elections in May 2015 the members of the new Strategic Planning Committee gives this matter some further consideration. It was

RESOLVED: That the above item be deferred until following the May 2015 Elections and re-discussed by members of the new Strategic Planning Committee. 172/015

LOCAL COUNCIL AWARD SCHEME

Scheme Criteria

The Clerk reported that Cllr Susan Bosomworth and herself had attended a briefing session organised by the Yorkshire Local Councils Association and the National Association of Local Councils in Wakefield on 6 February 2015. The Clerk circulated to members information about the new award scheme and the three new levels which could be attained i.e. Foundation, Quality and Quality Gold. She then explained that the Quality Status scheme had been abolished and that the Town Council having previously held Quality Status had been automatically awarded the Foundation Level of the new Local Council Award Scheme and had until 31 January 2016 to apply for re-accreditation, which would then last for four years.

Continued overleaf

Strategic Planning Committee Meeting held on 26 February 2015 continued

LOCAL COUNCIL AWARD SCHEME continued

Scheme Criteria continued

The new Foundation Level logo had been received and was now being used on all stationery and the Council's website. The Clerk and Cllr Bosomworth went through the criteria for each level in order to determine which level the Town Council should be aiming for, it was noted that approximately 50% of the criteria at each level needed to be uploaded to the council's website and so therefore this must be able to cope with increased capacity. The Clerk confirmed that the Council having achieved a certain level could then work towards a higher level within the four year period and the level which had previously been attained would not need to be re-assessed again. Members considered that the work required to retain the Foundation Level was not too onerous as the Council had the majority of the policies and procedures in place, albeit some required to be uploaded to the council's website; the criteria for the Quality Award could be achieved with some additional work and the Quality Gold Award could be achieved with some significant work. After much discussion and consideration of the new Local Council Award Scheme's criteria it was noted that this would be a decision for the new council following the May 2015 Elections and one of the main criteria requirements would be that the Town Council held a two-thirds majority of elected or uncontested members. It was

RESOLVED: That a recommendation be made to full council that the new council following the May 2015 elections (if the criteria for membership is met) should work towards achieving at least the 'Quality Level' of the Local Council Award Scheme before 31 January 2016. 173/015

Scheme Submission

Members considered the amount of staff and member time required to achieve the criteria and noted that this needed to be considered in line with other work priorities. The Clerk suggested that Cllr Bosomworth and herself draw up a list of all actions which needed to be put in place to achieve the criteria for the Quality Level and which would assist in assessing the amount of time. The Clerk stated that she would hope to be able to submit an application by 1 December 2015. It was

RESOLVED: That the above information be noted and a criteria action plan drawn up as soon as possible. 174/015

Council Website

Members were requested to consider whether the Town Council's website needed to be reviewed for the new Local Council Award Scheme as much more information would be needed to be uploaded. The Clerk suggested that members may wish to consider a .gov.uk website or a review of the existing website, however it was important to note that this needed to be in place in order to submit the Local Council Award Scheme submission, as it would be assessed by an independent assessment panel who would look at the council's website to view the information online. After discussion the Clerk was requested to arrange a meeting with the Council's website developer following the May 2015 Elections and also source the cost of possible alternatives. It was

RESOLVED: That the above information be noted. 175/015

A comfort break was taken at this point at 11.30am and the meeting reconvened at 11.35am

STRATEGIC PLAN 2011-2015

Members had previously been circulated with a copy of the Town Council's Strategic Plan 2011-2015 and went through the Action Plan prior to it being the last year of members' term of office in readiness to hand over to the new council following the May 2015 Elections. The Action Plan was updated (copy herewith) and the following recommendations were made:

RESOLVED: That a meeting of the Strategic Planning Committee be arranged before the 8 April Full Council meeting to consider the necessity and membership for all Council Committees, Working Parties and Council Representatives in readiness for the new Council in May. 176/015

RESOLVED: That a recommendation be made to full council that the comments and progress updates as detailed in Town Council's Strategic Plan 2011-2015 Action Plan (copy herewith) be accepted for the new Council to formulate its forthcoming 4 year Strategic Plan for 2015-2019. 177/015

Continued overleaf

EXTERNAL FUNDING

Members had previously been circulated with a letter from a resident requesting the Strategic Planning Committee give consideration to applying for external funding for capital projects in Filey. Members noted that there were several factors of uncertainty at the current time which needed to be resolved prior to any capital projects being identified by the Council.

- the receipt of capital funds for the sale of the Southdene Land had not yet been disclosed by the Borough Council and whether these funds could be earmarked as match funding for any capital project
- the issues surrounding the Discover Filey project need to be resolved.

Members noted that there were more funding streams for local community groups to apply for funding projects than there were for town and parish councils and there was a proper process to go through with all details being required e.g. areas of land, business plans, proper consultation etc. Members suggested that the new council elected to serve in May should look at what capital projects it wished to progress and take forward in its four year Strategic Plan. Members noted that the sale of the Southdene Land had already been requested as an agenda item on the next Chief Executive Liaison Meeting and Cllr Casey stated that he would request that the Borough's Regeneration Team should be compiling bids for capital projects in Filey as well as in Scarborough. It was

RESOLVED: That a letter of response be sent to the resident to explain the Town Council's position as detailed above.

178/015

FILEY COUNTRY PARK

Members of the Strategic Planning Committee had been requested by the full council to consider a proposal made by Cllr R Walker to apply for an Asset Transfer for Filey Country Park. Cllr Walker stated that he was aware that the Strategic Planning Committee had held discussions with Scarborough Borough Council in 2008 regarding an asset transfer for Filey Country Park but legislation had now changed with the Localism Act and he asked the Committee to re-consider his request. The Clerk had drafted a provisional list of income and expenditure for member's consideration. Members firstly considered whether an asset transfer for Filey Country Park could be applied for in three stages but agreed that without the income of the Filey Brigg Caravan Park and Car Parking Fees this would not be economically viable and could pose a significant financial risk to the Council. Members noted that until the capital receipt for the sale of the Southdene Land was known and the issues surrounding the 'Discover Filey' project were resolved, only then could the Committee could start to focus on what capital projects would be feasible and deliverable prior to any public consultation. Any initial application to the Borough Council for an asset transfer if accepted would then need to demonstrate public consultation had been undertaken and a proper business plan would need to be submitted. After much discussion Members agreed that the new Strategic Planning Committee after the May 2015 Elections when formulating its four year Strategic Plan should after undertaking public consultation consider if the Town Council should consider applying to Scarborough Borough Council for an Asset Transfer for Filey Country Park. Cllr R Walker accepted this decision and it was

RESOLVED: That a recommendation be made to full council that the new Strategic Planning Committee, after the May 2015 Elections when formulating its four year Strategic Plan, gives consideration to applying for an Asset Transfer for Filey Country Park.

179/015

The meeting closed at 1.20pm.

Councillor Susan Bosomworth
Chairman
Strategic Planning Committee