

**FILEY TOWN COUNCIL**

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**  
**MEETING HELD 27 JANUARY 2010**

Present: Cllr D Murton (in the Chair), Cllr Susan Bradney, Cllr P Bradney, Cllr S Cross,  
Cllr J Haxby, and Cllr C Hodgson  
RFO Mrs G Robinson

Also present: Cllr Marion Wright

**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** **F057/010**

**APOLOGIES**

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

**RESOLVED: That this information be noted.** **F058/010**

**DECLARATIONS OF INTEREST**

No declarations of interest were declared in items on the agenda with the exception of agenda item 8 – Consideration of Grant Applications and members were asked to declare their interests during the meeting when this item was discussed. It was

**RESOLVED : That it be noted no declarations of interest were declared in agenda items but members would declare their interests during the course of the meeting when discussing grant applications.** **F059/010**

**H M GOVERNMENT FUNDING**

Cllr Marion Wright was invited to speak to Members regarding a recommendation made from the Filey Flood Funding Group as detailed in the minutes held on 8 December 2009 (copy herewith). Cllr Wright explained to members that the Filey Flood Funding Group had now disbanded after achieving its aims and objectives to distribute funding from both the British Red Cross and H M Government and in doing so had protected over 80 properties with flood alleviation equipment in Filey. A residual balance of approximately £12,428.91 was currently held by Scarborough Borough Council and the Borough had suggested that these funds now be transferred to Filey Town Council and could only be spent on flood related/emergency plan projects. The recommendation requested that the RFO be given delegated power to administer the funds in conjunction with the Chair/Vice Chair of the Filey Flood Working Group and the Emergency Plan Working Party. After discussion Members agreed to delete the words Chair/Vice Chair in order that any request for expenditure to the RFO should be with the full agreement of the majority of members of the Filey Flood Working Group and the Emergency Plan Working Party. The RFO informed Members that once the Town Council received the residual balance any expenditure would be subject to the Council's Financial Regulations and Internal Audit processes. It was

**RESOLVED: That a recommendation be made to full council that the residual H M Government funds be transferred to the Town Council to be used by the Filey Flood Working Group and the Emergency Plan Working Party specifically for flood related/emergency plan projects and that the Responsible Financial Officer be given delegated power to administer the funds in conjunction with the majority of elected Members and Chairs of the Filey Flood Working Group and the Emergency Plan Working Party.** **F060/010**

**REVIEW OF INVESTMENT**

Members had previously been circulated with a current valuation of the Investment Bond as at 31 December 2009 and were pleased to note that a slight uplift had been made since the figure provided by the Independent Financial Advisor at the last meeting. It was

**RESOLVED: That the Investment Bond valuation report be accepted.** **F061/010**

**REVIEW OF INSURANCE**

The RFO informed Members that she had obtained an insurance quotation for protection against terrorism at a cost of £71.12 per annum as requested by members. After discussion it was

**RESOLVED: That the RFO be instructed to add protection against terrorism insurance to the Town Council's insurance policy.** **F062/010**

### **SOCIETY OF LOCAL COUNCIL CLERKS**

#### Advice Note - Local Council Reserves and Balances

Members had previously been circulated with a copy of the above advice note which gave a detailed explanation regarding Reserves and General Fund balances. The RFO and Members were in agreement that the Town Council was applying the principles of the advice note. It was

**RESOLVED: That the above information be noted.**

**F063/010**

#### Advice Note – Members Expenses

Members had previously been circulated with a copy of the above advice note which drew attention to Members expenses being subject to tax. Whilst it was recognised that Members of Filey Town Council do not claim any allowances, the RFO stated that the advice note was a reminder to all Members of the Town Council who claimed travel expenses for attending council business outside of Filey and also some Mayoral allowance expenses which would be subject to taxation. It was

**RESOLVED: That the above information be noted by all Members of the Town Council.**

**F064/010**

### **CONSIDERATION OF GRANT APPLICATIONS 2010/2011 FOR RECOMMENDATION TO FULL COUNCIL**

A total of 16 grant applications (2 withdrawn) had been received this year and had been considered by Members in detail at previous meetings and the following recommendations to full council were made:

#### **LIST OF GRANT APPLICATIONS FOR 2010/2011**

##### **CRIMLISK FISHER ARCHIVE – New application**

##### **(Stat. Power Section 145 of the Local Government Act 1972 – Provision of Entertainments and support of the arts)**

Requested for match funding for archive Heritage Lottery Funding project 'Your Family, Your Home, Your Filey'.

**RESOLVED: That it be recommended to full Council that a grant of £1,000 be awarded to the Crimlisk Fisher Archive as match funding towards an archive project 'Your Family, Your Home, Your Filey'.**

**F065/010**

*Cllr D Murton declared a personal interest in this application as he was involved with the project and took no part in the decision.*

*Cllr W J Haxby took over the Chairman's role for this item.*

##### **BRIGG ANGLING SOCIETY - £100 awarded in 2009/2010**

##### **(Statutory Power Section 144 of the Local Government Act 1972 – Power to encourage Tourism)**

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

**RESOLVED: That it be recommended to full Council that a grant of £100.00 be awarded to the Brigg Angling Society for sponsorship prize attached to the Filey Town Cup at the Filey Fishing Festival 2010.**

**F066/010**

##### **FILEY ALLOTMENT & GARDEN ASSOCIATION**

##### **(Stat. Power Small Holdings and Allotment Act Section 26)**

Amount requested to provide on site toilet with disabled access and bringing electricity on site.

**RESOLVED: That it be recommended to full council that this application be REFUSED to the Filey Allotment & Garden Association due to the Town Council being the Landowner of the Allotment site.**

**F067/010**

##### **FILEY BAY INITIATIVE – no award in 2009/2010**

##### **(Statutory Power Section 144 of the Local Government Act 1972 – Power to encourage Tourism)**

Amount requested towards the centenary event 'Flying in Filey'.

**RESOLVED: That it be recommended to full Council that a grant of £1,000.00 be awarded to Filey Bay Initiative towards the centenary event 'Flying in Filey'.**

**F068/010**

*Cllr W J Haxby declared an interest as a Director of Filey Bay Initiative and took no part in the decision.*

**FILEY CHILDCARE – new application**

**(Stat. Power Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 – Power to provide recreational facilities)**

Amount requested for new computers, screens, printers, software etc.

**RESOLVED: That it be recommended to full Council that a grant of £500.00 be awarded to Filey Childcare towards new computers, screens, printers, software etc.**

F069/010

*Cllr D Murton declared an interest in this application as a Director of Filey Child Care  
Cllr W J Haxby took over the Chairman's role for this item and took no part in the decision.*

**FILEY AND DISTRICT AMATEUR SWIMMING CLUB – new application**

**(Stat. Power Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 – Power to provide recreational facilities)**

Amount requested for External and Internal Galas and Masters Training Sessions.

**RESOLVED: That it be recommended to full council that a grant of £500.00 be awarded to Filey and District Amateur Swimming Club towards External and Internal Galas.**

F070/010

**FILEY FC FILEY (Filey Community Sports Club Ltd) – no award in 2009/2010  
(Stat. Power Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 – Power to provide recreational facilities)**

Amount requested to furnish the club's meeting room/canteen so that it can be used for meetings/dining area and used for community hire.

**RESOLVED: That it be recommended to full council that this application be REFUSED due to Filey FC Filey being awarded a large grant of £100,000 in 2008/09.**

F071/010

**FILEY METHODIST CHURCH – FESTIVAL OF MUSIC - £400 awarded in 2009/2010**

**(Stat. Power Section 145 of the Local Government Act 1972 – Provision of Entertainments and support of the arts)**

Amount requested towards sponsorship of the Drighlington Band for the Last Night of the Filey Festival of Music 2010.

**RESOLVED: That it be recommended to full council that a grant of £400.00 be awarded to Filey Methodist Church, Filey Festival Of Music towards sponsorship of the Drighlington Band for the Last Night of the Filey Festival of Music 2010.**

F072/010

**FILEY FLOWER CLUB – new application**

**(Stat. Power Section 145 of the Local Government Act 1972 – Provision of Entertainments and support of the arts)**

Amount requested for a Digital Camera with optical zoom and Photo smart Printer, case and memory cards.

**RESOLVED: That it be recommended to full council that a grant of £100.00 be awarded towards a Digital Camera with optical zoom and Photo smart printer, case and memory cards.**

F073/010

**FILEY IN BLOOM - £600 awarded in 2009/2010**

**(Stat. Power Section 144 of the Local Government Act 1972 – Power to encourage tourism)**

Amount requested towards improving planting and special feature beds including developing the Wishing Well on the Crescent to display award plaques

**RESOLVED: That it be recommended to full Council that a grant of £400.00 be awarded to Filey in Bloom towards improving planting and special feature beds including developing the Wishing Well on the Crescent to display award plaques.**

F074/010

*Cllr S Cross declared an interest as he was the Council representative on the Filey in Bloom Group and took no part in the decision.*

**FILEY LIONS CLUB - £550 awarded in 2009/2010**

**(Stat. Power Section 145 of the Local Government Act 1972 – Provision of entertainments and support of the arts)**

Amount requested towards purchase of fireworks for community bonfire night.

**RESOLVED: That it be recommended to full Council that a grant of £550.00 be awarded to the Filey Lions Club towards purchase of fireworks for the community bonfire night organised by Filey Lions Club.** F075/010

*Cllr S Cross declared a personal interest in this application as he is a member of Filey Lions Club and left the room whilst this application was discussed and took no part in the decision.*

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

**FILEY METHODIST CHURCH – new application**

**(No Statutory Power to repay loans)**

Amount requested to repay a loan of £2,000 used for essential repairs to the spire on the Methodist Church building.

**RESOLVED: That it be recommended to full council that this application be REFUSED due to the Council having no statutory powers to repay loans.** F076/010

**FILEY & DISTRICT SAFETY COMMITTEE – awarded £500 in 2009/2010**

**(Stat. Power Section 17 of the Crime & Disorder Act 1998)**

Amount requested towards Summer Safety Awareness Event 2010.

**RESOLVED: That it be recommended to full Council that a grant of £500.00 be awarded to Filey & District Safety Committee towards the Summer 2010 Safety Awareness Event.** F077/010

*Cllr C Hodgson declared an interest in this application as he is the Chairman of the Filey & District Safety Committee and took no part in the decision.*

**FILEY YOUTH FOUNDATION - £700 awarded in 2009/2010**

**(Free Res. Section 137 of the Local Government Act 1972)**

To further the aims of the Youth Foundation towards grants to local young people up to the age of 25 years for equipment etc.

**RESOLVED: That it be recommended to full Council that a grant of £500.00 be awarded to the Filey Youth Foundation towards grants to local young people up to the age of 25 years for equipment etc applying to the Filey Youth Foundation.** F078/010

*Cllr D Murton declared an interest in this application being a member of the Youth Foundation and took no part in the decision.*

*Cllr P Bradney declared an interest in this application as the Council's Representative and took no part in the decision.*

*Cllr W J Haxby took over the Chairman's role for this item.*

**STAFFING BUDGET 2010/2011**

Recommendations had been made by the Staffing Committee on 20 January 2010 as follows

**Minute Number 053/010**

That the Staffing Budget Proposal of £82,623 including an estimated 2% pay award be included in the 2010/2011 budget.

**Minute Number 054/010**

That the current Staff Training budget of £500 (2009/2010) be placed in a Staff Training Reserve to be utilised in 2010/2011 and no request be made for a Staff training budget in 2010/2011.

**Minute Number 055/010**

That the current Staffing Contingency Budget of £3,000 (2009/2010) be placed in a Staffing Contingency Reserve and no request be made for a Staffing Contingency Budget in 2010/2011.

After discussion it was

**RESOLVED: That the above recommendations made by the Staffing Committee be accepted.**

F079/010

**SOUTHERN PARISH CLUSTER**

The RFO circulated a balance sheet and projection for the Southern Parish Cluster as had been requested by Members of the Finance & General Purposes Committee at the last meeting. Members were concerned that the projected balance of £9,581.89 to 31 March 2011 was considerably high and Members requested to know what plans the Southern Parish Cluster had for the earmarked funds. Members considered the request made by the Southern Parish Cluster for a contribution of 1% of the 2008/09 precept which equated to £898.80 and agreed to recommend supporting this request with a condition that detailed plans for project expenditure be submitted to all member Councils within the Cluster in the forthcoming financial year or alternatively the Town Council would request a proportionate share of its contribution being returned. Members were in agreement with the principles of the Southern Parish Cluster and recognised the excellent work which had been achieved so far but as the Southern Parish Cluster was now in its third year some results for the contributions made by all member Councils should be forthcoming. It was

**RESOLVED: That a recommendation be made to full council that the request for a 1% levy on the 2008/09 precept (£898.80) to support the Southern Parish Cluster be accepted with a condition that detailed plans for project expenditure be submitted to all member Councils within the Cluster in the forthcoming year or alternatively the Town Council would request a proportionate share of its contribution being returned.**  
**F080/010**

**RESOLVED: That the Town Council's representatives on the Southern Parish Cluster make the Cluster aware of the Town Council's condition as detailed above in Minute No F080/010.**  
**F081/010**

**DRAFT PRECEPT REQUIREMENT 2010/2011**

Members discussed in detail the draft precept requirement for 2010/2011 in line with the draft budget for 2010/2011. The RFO circulated a report to Members (copy herewith) which highlighted that there was a shortfall in income of £13,370 required to be able to undertake the council's expenditure and council projects. The RFO explained to Members that the Town Council has in previous years subsidised its financial budget with the bank interest it received from its cash reserves, however bank interest rates affected by the credit crunch have considerably reduced the amount of bank interest which the Town Council receives to support its expenditure and bank interest rates were not thought likely to improve throughout 2010/2011. The Finance & General Purposes Committee had applied zero budget increases to the majority of the Council's budget headings for 2010/2011 in order to make efficiency savings to address the shortfall in bank interest and also unspent budgets in 2009/2010 have been identified to be placed in reserves for use in 2010/2011 if necessary e.g. the Staff Contingency Budget and Staff Training Budget. The RFO stated that there was still a shortfall of £13,370 compared to last year's budget due to a £6,000 shortfall in bank interest and the fact that the Council last year supported its budget for 2009/2010 by agreeing to utilise £8,000 from its Unearmarked Reserve. Members considered the options to address the shortfall and were informed by the RFO that it was unlikely that the current Contingency Fund of £5,000 and the Civic Reception Budget of £750 in the 2009/2010 would be required and that this could be made available for the 2010/2011 budget from the General Fund Balance. Members then considered the remaining shortfall of £7,620 together with precept calculations for inclusion in the 2010/2011 budget and how they could deliver the same high levels of service. A proposal was made, duly seconded and supported to set the Precept at £120,000 (currently £112,380 for 2009/2010) for 2010/2011 which equates to an increase of £2.70 per annum for a Band D council taxpayer.

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

<b>BAND</b>	<b>2009/2010</b>	<b>2010/2011</b>	<b>INCREASE (6.88%)</b>
Band A	£26.16	£27.96	£1.80
Band B	£30.52	£32.62	£2.10
Band C	£34.88	£37.28	£2.40
Band D	£39.24	£41.94	£2.70
Band E	£47.96	£51.26	£3.30
Band F	£56.68	£60.58	£3.90
Band G	£65.40	£69.90	£4.50
Band H	£78.48	£83.88	£5.40

### **DRAFT PRECEPT REQUIREMENT 2010/2011 Continued**

It was

**RESOLVED :** That a recommendation be made to full council that the Precept is set at £120,000 for 2010/2011 to include a 1% levy (£898.80 of 2008/09 precept) to support the Southern Parish Cluster as detailed in Minute F080/010.

F082/010

### **SPORTS FACILITY RESERVE**

Members discussed the Council's commitment to transferring funds to the Sports Facility Reserve from its Unearmarked Reserve in 2010/2011. The RFO informed Members that at 31 March 2010 the Sports Facility Reserve was represented by £20,000 and Members discussed their commitment to allocating funds to this reserve in the present financial climate. A sum of £1,000 was proposed and unanimously accepted. It was

**RESOLVED:** That a sum of £1,000 be transferred from the Unearmarked Reserve to the Sports Facility Reserve in 2010/2011.

F083/010

### **DRAFT BUDGET 2010/2011**

Members considered the draft budget in detail which had been prepared and planned over past meetings. The RFO stated that the 2010/2011 budget had been prepared as cost effectively as possible with many budget headings not being increased and the 2010/2011 budget would be a rigid budget to work within. After discussion it was

**RESOLVED:** That a recommendation be made to the full council that a sum of £5,750 be utilised from the General Fund Balance in 2010/2011 if required to support the council's expenditure for Contingency Funds (£5,000) and Civic Reception Budget (£750) as outlined in the 2010/2011 draft budget.

F084/010

**RESOLVED:** That the draft budget of £169,569 for 2010/2011 be recommended to full Council for approval as attached hereto.

F085/010

### **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded in accordance with Standing Order 68 for the following items of business being in relation to terms of tenders, proposals in negotiations for contracts.

F086/010

### **ARBORICULTURAL SURVEY**

At the previous Finance & General Purposes Committee Meeting held on 16 December 2009 (Minute No F857/09) Members considered the estimated high cost of specialist arboricultural surveys and whether the Town Council could justify and apply a relevant statute to this expenditure on property not in its ownership. The RFO was requested to obtain a further estimate from a local arboricultural specialist and report back to the Finance & General Purposes Committee. Members were informed by Cllr S Cross that the RFO and he had met with a local tree specialist to examine identified trees on the Crescent, Town Hall Gardens and Glen Gardens lookout and a report had been submitted by the specialist at no cost to the Council and was circulated to Members at the meeting. After discussion it was agreed that this information be placed before the full council at the next full council meeting for further discussion. It was

**RESOLVED:** That the Finance & General Purposes Committee cannot identify justification for expenditure on property not in the Council's ownership as the Town Council has no legal power to do so.

F087/010

**RESOLVED:** That the local tree specialist report be accepted and a separate item be placed on the agenda for further discussion at the next full council meeting.

F088/010

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

Chairman  
Councillor D G Murton