

FILEY TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD ON WEDNESDAY 30 NOVEMBER 2011 AT 7.00PM

Present: Cllr J Shackleton (Chair), Cllr J Haxby (Vice Chair), Cllr S Bosomworth,
Cllr E Holden, Cllr T Willis, Cllr R Walker
Clerk – Mrs G Robinson

Also Present: Cllr J Thurston

The Chairman welcomed everyone to the meeting and thanked them for attending.

NOTICE OF 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.

F885/011

APOLOGIES:

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

RESOLVED: That that above information be noted.

F886/011

DECLARATIONS OF INTEREST

The Chairman informed members of the need to consider whether they should declare an interest in any items on the agenda and reminded Members that they could make a declaration of interest at any point in the meeting.

Cllr J Haxby declared a personal interest as the Town Council's Independent Financial Advisor was his also his own personal financial advisor.

It was

RESOLVED: That it be noted Cllr J Haxby's personal declaration of interest be noted.

F887/011

INTERNAL AUDIT REPORT – SECOND QUARTER 2011/2012

Members had previously been circulated with a copy of the Internal Audit Report for the Second Quarter 2011/2012. The Internal Auditor commented on a minor administration matter whereby two of the supporting schedule of payment documents did not agree with the figures shown in the minutes, this was caused by late changes to the submitted schedules and the documents signed by the signatories were not the latest documents, however it was noted that members had approved the correct totals. The Internal Auditor recommended that the correct documents require signing by the signatories and the others destroyed. The RFO confirmed that this matter had now been rectified. There were no other matters of concern identified in the Internal Auditor's report. It was

RESOLVED: That a recommendation be made to full council that the Internal Audit Report for the Second Quarter 2011/2012 be accepted.

F888/011

SECOND QUARTER BUDGET REPORT 2011/2012

Members had previously been circulated with a copy of the Second Quarter Budget Report for 2011/2012 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 projections and she stated that she was confident that the budget was on track. This would be closely monitored by herself together with Members following the third quarter. The RFO informed members that a verbal request from the Town Guide Working Party had been made to purchase an update for their Quarkexpress software and it was agreed that this expenditure be further investigated with quotations being brought back to the Finance & General Purposes Committee for further consideration. The RFO informed members that the new computer system had now been installed and a Councillor had expressed an interest in purchasing one of the redundant computer systems at its current asset value and she requested permission to dispose of these Council assets.

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SECOND QUARTER BUDGET REPORT 2011/2012

After discussion it was

RESOLVED: That a recommendation be made to full council that the Second Quarter Budget Report 2011/2012 be accepted. F889/011

RESOLVED: That a recommendation be made to full council that the Clerk seeks to dispose of the two redundant computer systems on an 'as seen' basis at an approximate sum of up to £50.00. F890/011

SBC CAPITAL BIDS

Members had previously been circulated with a copy of a letter from Mr N Edwards, SBC Head of Finance & Asset Management informing the Town Council of its bid submission as follows:

Community Notice Boards and Updating of Heritage Panels £5,000

This bid had been successful in passing Phase One of the bidding process on the requirement that Filey Town Council provided equivalent match funding to the scheme.

Members expressed concern with regard to this bid that the Town Council had not been informed that any match funding was required as part of the bid process and it was the responsibility of the Borough Council to update these panels. Concerns were also expressed that should the Town Council be expected to contribute towards this expenditure this could be classed as double rating. The RFO confirmed that she had met with an Officer from the Borough's Print Unit and was informed that the Information Panels could be produced 'in house' by the Borough. Members noted that the panels had been erected some considerable years ago through SRB funding.

Town Centre Toilet Facilities

Confirmation that a budget of £50,000 had been currently built into the Borough Council's capital programme for the provision of toilet facilities in Filey and an options appraisal for this project was discussed with members of the Town Council at their liaison meeting with Mr B Bennett which was followed by a Special Council meeting held on 23 November 2011.

Sport Leisure Facility £12,000,000

It was recommended that the Sports Leisure Facility bid be added to the Capital Programme Reserve List.

Members expressed concerns that this bid was being placed on a Reserve List and requested to have sight of the list of all capital bids for Scarborough, Whitby and Filey showing details of those which had been rejected and those which had been accepted to Phase 1 and those being placed on the Reserve List. Members also requested to be informed if an item such as the Sports Leisure Facility was on the Reserve List did the Town Council have to submit a bid each year for this project to re-considered and was any external funding being sought by Borough Officers for this capital project. Cllr J Haxby stated that he was extremely perturbed at the minimal proportion of capital expenditure being spent in Filey compared to the level of capital expenditure spent in Scarborough which he had previously calculated at a minimum ratio of 8:1. After discussion regarding the above bids it was

RESOLVED: That a letter be sent to Mr N Edwards expressing the above concerns and requesting detailed copies of all the Borough's capital lists as detailed above. F891/011

THE QUEEN'S DIAMOND JUBILEE 2012

Memorabilia

Members had previously been circulated with copies of information regarding memorabilia for consideration. It was

RESOLVED: That this information be noted. F892/011

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THE QUEEN'S DIAMOND JUBILEE 2012 continued

Beacons

Members had previously been circulated with copies of information regarding Beacons for consideration. Members agreed that it would be good for Filey if a Beacon was lit as part of a series of beacons being lit across the country to celebrate the Jubilee and it was agreed to send the information to the Filey Lions Club to request that they consider organising a Beacon in Filey on 4 June 2012 due to this organisation having the relevant expertise for this type of project. It was

RESOLVED: That a letter of request be sent to the Filey Lions Club as detailed above.

F893/011

INITIAL CONSIDERATION OF GRANT APPLICATIONS 2012-2013

The RFO circulated to Members a list of 15 grant applications and the content of each one was considered in detail. Cllrs Haxby, Shackleton, Walker declared a personal interest in various grant applications and took no part in the respective discussion and it was agreed that any awards would not be finalised until the draft budget had been agreed. It was

RESOLVED: That the above information be noted.

F894/011

INITIAL DRAFT BUDGET OUTLINE FOR 2012/2013

Staffing Budget 2012/2013

Members were circulated with a copy of recommendations of the required staffing and training budgets required from the Staffing Committee for inclusion in the 2012/2013 budget and after consideration of the following minute numbers:

Staffing Committee Recommendation Minute No 855/011

It was

RESOLVED : That the Staffing Budget proposal of £72,408 for 2012/2013 be accepted as outlined above for inclusion in the 2012/2013 budget.

F895/011

Staffing Committee Recommendation Minute No 856/011

It was

RESOLVED: That the Staff Training Budget of £500 be accepted for inclusion in the 2012/2013 budget.

F896/011

Working Papers for Initial Draft Budget Outline 2012-2013

The RFO circulated to members a copy of the initial draft budget outline for 2012/2013 and explained to members that she had applied no increases to the majority of budget headings for their consideration. The RFO had highlighted on the draft budget outline items for consideration by Members and she was instructed to make investigations and amendments to the draft document for the next meeting. Members also agreed to consider Cemetery Fees and Hire and Service Charge Fees at the next meeting. It was

RESOLVED: That the above information be noted.

F897/011

Members discussed budget headings for the Council Dinner and Civic Service and noted that since the personal contribution was implemented attendance by Councillors at both these civic events had diminished. Members agreed that they would like to see the personal contribution for civic events lifted for Town Councillors, Honorary Citizens, Staff and Borough/County Councillors removed and the budget headings be altered to reflect this, however should any member feel they wanted to make a personal contribution this would be at their own discretion. It was

RESOLVED: That a recommendation be made to full council that the personal contribution for the Council Dinner and the Civic Service for Town Councillors, Honorary Citizens, Staff and Borough/County Councillors be removed and the budget headings be amended to reflect this in the draft budget for 2012/2013.

F898/011

The RFO informed Members that the photocopier lease was due to expire in spring 2012 and requested permission to proceed under delegated power to agree a new photocopier lease after obtaining suitable quotations. It was

RESOLVED: That the RFO be given delegated power to agree a new photocopier lease obtaining best value for the Town Council.

F899/011

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SOUTHERN PARISH CLUSTER

Members were circulated with a copy of an email which had been received from the Yorkshire Local Councils Association (YLCA) giving advice and information which had been requested by the Town Council in relation to the proposed draft agreements for the Southern Parish Cluster. YLCA stated that they agreed with a number of the comments raised by the Town Council and expanded on these in detail which were considered by Members. Members stated that after considering the advice from YLCA and reviewing the proposed draft agreements they were of the opinion that the documents were unworkable; the amount of financial contribution over the four year period was unknown; the level of risk management for the Council was unacceptable and therefore members stated that they could only enter into this type of agreement if they were 110% assured of it being workable which they were not. Members stated that the Southern Parish Cluster was drawing away from its original concept of being a lobbying group for the Southern Area and was at risk of forming an unnecessary layer of government which could incur council taxpayers to paying double rating for some local services. The Clerk also circulated email correspondence from Mr N Edwards, SBC Head of Finance & Asset Management who stated that although the Borough Council's intention was to devolve the Southern Area Funding via the Southern Parish Cluster in the event that the position with the cluster changes or some councils choose not to be a part of the cluster, the Borough Council would then need to reconsider the position. After much consideration of how much funding the Town Council had contributed to the Southern Parish Cluster over the last four years with little return on these public funds it was

RESOLVED: That a recommendation be made to full council that the proposed Draft Agreements for the Southern Parish Cluster were unacceptable and the Town Council was unable to enter into these four year agreements and intended to withdraw forthwith from the Southern Parish Cluster. F900/011

RESOLVED: That a recommendation be made to full council that the Town Council make a request for all financial contributions (less administration costs) which have been paid to the Southern Parish Cluster to be returned to the Town Council as soon as possible.

F901/011

RESOLVED: That a letter be sent to the SBC Head of Finance & Asset Management to request that the proportion of the Southern Area Funding for the Filey Wards is devolved to the Town Council to manage and distribute on behalf of the Borough Council. F902/011

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 9.45pm

Councillor J Shackleton
Chairman
Finance & General Purposes Committee