

FILEY TOWN COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON WEDNESDAY 5 OCTOBER 2011 AT 7.00PM

Present: Cllr J Shackleton (Chairman), Cllr Susan Bosomworth, Cllr J Haxby, Cllr R Walker
RFO Mrs G Robinson

Also present: Cllr Marion Wright and Cllr J Meek
Mrs Kath Wilkie, Filey4Wards Development Trust

The Chairman welcomed everyone 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 F717/011

APOLOGIES

Apologies had been received from Cllr E Holden due to annual leave. It was

RESOLVED: That Cllr E Holden's apologies be accepted. F718/011

DECLARATIONS OF INTEREST

No 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. It was

RESOLVED : That this information be noted. F719/011

FILEY DECORATIVE LIGHTING SCHEME

Members had previously been circulated with a copy of the Filey Decorative Lighting Scheme Working Party meeting held on 13 September 2011 together with copies of quotations for lighting the trees on the right hand side of Cargate Hill. The Chairman invited Cllr Marion Wright to speak as the Chairman of the Filey Decorative Lighting Scheme Working Party, a Working Party of the Town Council. Cllr Wright informed members that the Working Party had undertaken three site visits and demonstrations by various companies to light up the trees on the right hand side of Cargate Hill as part of the permanent lighting scheme within the 5 year master plan. She went on to explain that the lighting would be in soft colours which could be changed to suit various themes with a remote control direct from the feeder pillar. A standard feeder pillar had been ordered from NYCC and would be installed within the next two weeks. Cllr Wright explained that the running costs for the lights were minimal and would be in the region of approx £100 per annum and the Working Party had secured external funding for this project but requested that the Town Council insure the lighting as it would form part of its asset register. The following companies had provided the following quotations:

- Litemania £9,230 plus VAT
- LITE £9,000 plus VAT

After due consideration of both quotations with members commenting on the site demonstrations and acknowledging that a method statement would need to be approved by Scarborough Borough Council prior to the works being undertaken it was

RESOLVED: That a recommendation be made to full council that the contract for lighting the trees on the right hand side of Cargate Hill be awarded to LITE at a cost of £9,000 plus VAT subject to the company's method statement and risk assessment being approved by Scarborough Borough Council. F720/011

RESOLVED: That the Town Council arrange to insure the lighting equipment once installed.

F721/011

FRONT FUNDING APPLICATION

Members had previously been circulated with a copy of a Front Funding application from Filey4Wards Development Trust for the Discover Filey Education/Resource Centre on Filey Country Park. Mrs K Wilkie was invited to speak to members about the project and stated that an application had been made for LEADER funding and she expected to be informed within the next few days of whether this application had been successful. The RFO informed Mrs Wilkie of the criteria which would need to be met before any funds could be released under the Town Council's front funding facility and was assured by Mrs Wilkie that all information could be supplied.

Continued overleaf

FRONT FUNDING APPLICATION continued

The RFO informed Members that the total amount available for front funding at anytime is £10,000 and confirmed that the Council had sufficient cash flow to offer the front funding. After discussion it was **RESOLVED: That a recommendation be made to full council that Filey4Wards Development Trust's application for £9,000 front funding for the Discover Filey Education/Resource Centre on Filey Country Park be agreed and the loan be offered subject to the safeguards and terms and conditions being met by the applicant with delegated power being given to the Town Clerk to draw up the front funding agreement and monitor the repayment of the funds within 200 days.**

F722/011

Mrs K Wilkie left the meeting at this point.

TOURIST DESTINATION SIGN

Further to Minute No 674/011 detailing expenditure being approved by full council for a replacement Tourist Destination Sign on the A165 'in principle', Members of the Finance & General Purposes Committee were now requested to identify funding for this expenditure. The RFO informed Members that the estimated cost of the replacement sign was £1,003.59 and after discussion it was

RESOLVED: That the replacement sign be ordered and income of £500.00 from the Sugartown Filming held in the General Fund Balance be utilised towards this expenditure with the remaining balance being taken from the Contingency Fund of the revenue budget.

F723/011

RESOLVED: That the Clerk arrange for both signs to be insured at a cost of £42.40 for all risks with a £100 excess as soon as possible.

F724/011

EXTERNAL AUDIT RETURN 2010/2011

Members had previously been circulated with a copy of the Annual Return for the year ended 31 March 2011 which had been returned by the External Auditor with no comments or concerns. Members expressed grateful thanks to the RFO and all the admin team for the receipt of an excellent audit return for the financial year 2010/2011. It was

RESOLVED: That a recommendation be made to full council that the returned Annual Return for year ended 31 March 2011 together with External Audit Report be accepted.

F725/011

INTERNAL AUDIT REPORT – FIRST QUARTER 2011/2012

Members had previously been circulated with a copy of the Internal Audit Report for the First Quarter 2011/2012. The Internal Auditor commented on a minor administration matter where in odd instances the order number had not been entered to the certification grid prior to payment of the invoice, 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 First Quarter 2011/2012 be accepted.

F726/011

FIRST QUARTER BUDGET REPORT 2011/2012

Members had previously been circulated with a copy of the First 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 this would be closely monitored by herself together with Members as the financial year progressed. It was

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

F727/011

FIXED TERM DEPOSIT ACCOUNTS

Further to Minute No F582/011 the RFO informed Members that she had contacted the Independent Financial Advisor who had advised that the Irish Government Guarantee was acceptable in order for the Fixed Term Deposit Investment of £300,000 with the Bank of Ireland to be made for a further year.

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.

The RFO informed Members that this transaction had now been completed and a preferential interest rate of 3.00% had been secured and the fixed term deposit investment of £85,000 with the Investec Bank had also been completed. It was

RESOLVED: That the above information be noted.

F728/011

Continued overleaf

Finance & General Purposes Committee Meeting held on 5 October 2011 continued

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 8.00pm

Councillor J Shackleton
Chairman
Finance & General Purposes Committee