

FILEY TOWN COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

MEETING HELD 19 JANUARY 2011 AT 7.00PM

Present: Cllr D Murton (in the Chair), Cllr S Bosomworth, Cllr S Cross, Cllr J Haxby,
Cllr J Shackleton, Cllr R Walker
RFO Mrs G Robinson

Also present: Mr R Smith, Independent Financial Advisor

The Chairman welcomed Mr R Smith and all Members 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 **F057/011**

APOLOGIES

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

RESOLVED: That this information be noted. **F058/011**

DECLARATIONS OF INTEREST

No declarations of interest were declared in items on the agenda with the exception of agenda item 6 – 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 items on the agenda but members would declare their interests during the course of the meeting when discussing grant applications. **F059/011**

REVIEW OF INVESTMENT

Investment Bond Valuation Report

Members had previously been circulated with a current valuation of the Investment Bond as at 31 December 2010 and noted that a slight dip in the valuation had occurred since the last quarterly report. The Independent Financial Advisor had made some investigations and explained his findings in his annual appraisal to Members. It was

RESOLVED: That the Investment Bond valuation report as at 31 December 2010 be accepted. **F060/011**

Annual Appraisal of Investment Bond

Mr R Smith gave an annual appraisal of the Town Council's Investment Bond to Members at the meeting (copy herewith) and recommended that a small switch in funds be made from funds held in both the Fidelity and M & G Property Funds to Strategic Corporate Bonds as advised by Mr Smith to the RFO. After discussion and questions it was

RESOLVED: That the Independent Financial Advisor's Annual Appraisal be accepted. **F061/011**

RESOLVED: That the RFO arrange for a switch in funds from the Fidelity Moneybuilder and the M & G Property Funds to Strategic Corporate Bonds as advised by the Independent Financial Advisor as soon as possible. **F062/011**

Investment Bond Signatories

Members reviewed the current signatories for the Town Council's Investment Bond, those being Cllr Marion Wright, Cllr John Haxby, Cllr D Murton and Mrs G Robinson RFO and agreed that these should remain the same until after the forthcoming elections on 5 May 2011, following which they should be reviewed by the Finance & General Purposes Committee. It was

RESOLVED: That the above information be noted. **F063/011**

MODEL AGREEMENT ESTIMATES

Members had previously been circulated with a letter from Ms J Darley, SBC Accounting Technician together with a payment schedule which advised the Town Council that in line with the UK RPI as at 1 September 2010 an increase of 4.7% had been applied to the Model Agreement payment for 2011/12. Members noted the amounts payable for functions carried out by the Town Council on behalf of Scarborough Borough Council for the Lawns Cemetery, Public Seating and Public Shelters. It was

RESOLVED: That the Model Agreement estimates for 2011/2012 be accepted. **F064/011**

Continued overleaf

CONSIDERATION OF GRANT APPLICATIONS 2011/2012 FOR RECOMMENDATION TO FULL COUNCIL

A total of 14 grant applications 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 2011/2012

FILEY BRIGG ANGLING SOCIETY - £100 awarded in 2010/2011

(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 Filey Brigg Angling Society for sponsorship prize attached to the Filey Town Cup at the Filey Fishing Festival 2011. F065/011

FILEY ALLOTMENT & GARDEN ASSOCIATION

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

Amount requested to purchase 5 Gazebos to cover outside stalls at Allotment Events

RESOLVED: That it be recommended to full council that this application be REFUSED to the Filey Allotment & Garden Association due to this equipment being made available for use at Allotment Events from the Filey & District Safety Committee. F066/011

Cllr J Shackleton declared an interest as the Secretary of the Filey Allotment & Garden Association and took no part in the decision.

FILEY AMATEUR SHOWGROUP – no award in 2010/2011

(Stat. Power Section 145 of the Local Government Act 1972 – Power to encourage Tourism)

Amount requested to purchase a pair of speakers.

RESOLVED: That it be recommended to full council that a grant of £250.00 be awarded to the Filey Amateur Showgroup towards the purchase of speakers. F067/011

FILEY BAY INITIATIVE – £1,000 awarded in 2010/2011

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

Amount requested to produce the next in the series of FBI leaflets on the heritage and culture of Filey Bay and to also place a plaque on the Mercury Sculpture on the seafront.

RESOLVED: That it be recommended to full Council that a grant of £400.00 be awarded to Filey Bay Initiative towards FBI leaflets on the heritage and culture of Filey Bay and towards a plaque on the Mercury Sculpture on the seafront. F068/011

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

FILEY FOLK FESTIVAL – new application

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

Amount requested towards sponsorship of the 3 day Filey Folk Festival 2011 including promotion and advertising, booking 25 acts, sound engineer/PA system and Marquee

RESOLVED: That it be recommended to full Council that a grant of £450.00 be awarded to the Filey Folk Festival towards sponsorship of the 3 day Filey Folk Festival 2011 including promotion and advertising, booking 25 acts, sound engineer/PA system and Marquee. F069/011

FILEY IN BLOOM - £400 awarded in 2010/2011

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

Amount requested towards improving planting and special feature beds including barrier containers, hanging baskets etc

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 barrier containers, hanging basket etc

F070/011

FILEY LIONS CLUB - £550 awarded in 2010/2011

(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 2011.

RESOLVED: That it be recommended to full Council that a grant of £500.00 be awarded to the Filey Lions Club towards purchase of fireworks for the community bonfire night 2011 organised by Filey Lions Club.

F071/011

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 – FESTIVAL OF MUSIC - £400 awarded in 2010/2011

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

Amount requested towards sponsorship of a Brass Band for the Last Night of the Filey Festival of Music 2011

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 a Brass Band for the Last Night of the Filey Festival of Music 2011.

F072/011

FILEY SEA CADETS – new application

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

Amount requested towards the cost of a new roof to meet current building regulations due to asbestos and leaking badly.

RESOLVED: That it be recommended to full council that a grant of £1,000.00 be awarded to the Filey Sea Cadets towards the cost of a new roof to meet current building regulations due to asbestos and leaking badly.

F073/011

FILEY & DISTRICT SAFETY COMMITTEE – awarded £500 in 2010/2011

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

Amount requested towards Summer Safety Awareness Event 2011 for approx 3,000 people to attend.

RESOLVED: That it be recommended to full Council that a grant of £400.00 be awarded to Filey & District Safety Committee towards the Summer 2011 Safety Awareness Event for approx 3,000 people to attend.

F074/011

FILEY SOUTHdene BOWLING CLUB – no award in 2010/2011

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

Amount requested towards the purchase of an alarm system for the old pavilion.

RESOLVED: That it be recommended to full council that a grant of £100.00 be awarded to Filey Southdene Bowling Club towards the purchase of an alarm system for the old pavilion.

F075/011

FILEY TOWN FESTIVAL – no award in 2010/2011

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

Amount requested towards the cost of the entertainment for outdoor events for the Filey Town Festival 2011.

RESOLVED: That it be recommended to full council that a grant of £500.00 be awarded to the Filey Town Festival towards the cost of outdoor events for the Filey Town Festival 2011. F076/011

FILEY YOUTH FOUNDATION - £500 awarded in 2010/2011

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

Amount requested to further the aims of the Youth Foundation towards grants to local young people up to the age of 25 years for equipment etc to enable them to develop their potential.

RESOLVED: That it be recommended to full Council that a grant of £400.00 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. F077/011
Cllr D Murton declared an interest in this application being a member of the Youth Foundation and took no part in the decision.
Cllr W J Haxby took over the Chairman's role for this item.

FRIENDS OF FILEY PARKS

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

Amount requested towards erecting a Chainsaw Sculpture Trail in Glen Gardens starting with a Plesiosauk Sculpture

RESOLVED: That it be recommended to full council that a grant of £400.00 be awarded to the Friends of Filey Parks towards erecting a Chainsaw Sculpture Trail in Glen Gardens starting with a Plesiosauk Sculpture. F078/011

STAFFING BUDGET 2011/2012

Recommendations had been made by the Staffing Committee on 13 January 2011 to the Finance and General Purposes Committee as follows:

Minute No 045/011

That the 2% pay award not utilised in the Staffing Budget for 2010/2011 be transferred at the end of the financial year to the Staffing Contingency Reserve and be earmarked for use by the Staffing Committee in 2011/2012 if a national pay award was agreed.

Minute NO 046/011

That any residual funds at the end of the financial year in the Staffing Budget 2010/2011 mainly due to recoverable Statutory Sick Pay be transferred to the Staffing Contingency Reserve and be earmarked for use by the Staffing Committee as appropriate.

Minute No 047/011

That the Staffing Budget Proposal of £71,852.46 for 2011/2012 be accepted for inclusion in the Proposed Budget for 2011/12 which had resulted in an efficiency saving of £10,770 (approx 13%) in the overall Staffing Budget after the Staffing Committee had undertaken a full staff structure review following recommendations made by the full council.

Minute Number 048/011

That the Staff Training Budget proposal of £100.00 for 2011/2012 be accepted for inclusion in the Proposed Budget for 2011/2012 to top up the existing Staff Training Reserve of £400 thus making £500 being allocated to the Staff Training Budget in 2011/2012.

After discussion it was

RESOLVED: That the above recommendations made by the Staffing Committee be accepted for inclusion in the draft budget for 2011/2012.

F079/011

DRAFT BUDGET 2011/2012

Review of Cemetery Fees

Members were circulated with a copy of revised Cemetery Fees for the Lawns Cemetery 2011/2012 for consideration and agreed that these were well below those charged by the Borough Council. After discussion it was agreed that the Cemetery Fees be increased by 5% and rounded up/down to the nearest £5 for 2011/2012. It was

RESOLVED: That an increase of 5% rounded up/down to the nearest £5 be applied to Cemetery Fees for the Lawns Cemetery for 2011/2012. F080/011

Review of Hire and Service Charges

Members were circulated with a copy of revised Hire and Service Charges for 2011/2012 for consideration and it was agreed that slight increases be applied to equipment hire and room hire costs with no increase being applied to photocopying, laminating and sale of posters and postcards. It was agreed that a consistent approach be made with regard to room hire costs being applicable to all groups and organisations hiring the facilities. It was

RESOLVED: That the proposed Hire and Service Charges for 2011/2012 as outlined above be accepted. F081/011

Southern Parish Cluster

The RFO informed Members that the Southern Parish Cluster were applying a payment holiday to all members of the cluster and therefore no request for a contribution would be made for 2011/2012. It was

RESOLVED: That the above information be noted and welcomed. F082/011

Filey Town Guide – Administration Costs

Members of the Filey Town Guide/Map Working Party were made aware at their last meeting by Cllr J Haxby that the Town Council had agreed to continue to provide administrative support to the Working Party although it was pointed out the costs involved being approx £1,500 per annum and it was hoped that future advertisements costs could incorporate an amount to help to reduce these administration costs. The Town Guide/Map Working Party suggested that a sum of £1,000 from donations etc be transferred from the Town Guide/Map Reserve to the Town Council's General Fund as a one-off amount towards administration costs. It was

RESOLVED: That the RFO arrange a transfer of £1,000 from the Town Guide/Map Reserve to the Town Council General Fund as at 31 March 2011. F083/011

RESOLVED: That a letter of thanks be sent to the Filey Town Guide/Map Working Party for a one-off amount towards administration costs. F084/011

Filey Town Guide

Members were informed that a recommendation had been received from the Filey Town Guide Working Party who had obtained and analysed three financial quotations for artwork and printing of 12,000 copies of the Filey Town Guide for 2012/2013 and were now submitting these for consideration by the Finance & General Purposes Committee in line with the Town Council's Financial Regulations. After discussion and consideration of all quotations submitted it was

RESOLVED: That a recommendation be made to full council that Duffield's Printers Ltd be awarded the contract for artwork and printing of £12,000 copies of the Filey Town Guide for 2012/2013 at a cost of £6,740 plus £1,250 extra artwork. F085/011

DRAFT PRECEPT REQUIREMENT 2011/2012

Members discussed in detail the draft precept requirement for 2011/2012 in line with the draft budget for 2011/2012. The RFO informed Members that due to the review of staff structure which had resulted in an efficiency saving of £10,770 (approx 13%) in the overall Staffing Budget which had also helped to counteract a shortfall in bank interest, the proposed draft budget would be able to be maintained with no increase in the current precept of £120,000. This information was welcomed by Members due to the present financial climate and an expectation for local councils not to increase council tax by the Government.

A proposal was made, duly seconded and supported to set the Precept at £120,000 for 2011/2012.

DRAFT PRECEPT REQUIREMENT 2011/2012 Continued

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

| BAND | 2010/2011 | 2011/2012 | INCREASE (0.00%) |
|-------------|------------------|------------------|-----------------------------|
| Band A | £27.96 | £27.90 | - |
| Band B | £32.62 | £32.55 | - |
| Band C | £37.28 | £37.20 | - |
| Band D | £41.94 | £41.85 | - |
| Band E | £51.26 | £51.15 | - |
| Band F | £60.58 | £60.45 | - |
| Band G | £69.90 | £69.75 | - |
| Band H | £83.88 | £83.70 | - |

It was

RESOLVED : That a recommendation be made to full council that the Precept is set at £120,000 (no increase) for 2011/2012 for inclusion in the draft budget 2011/2012. F086/011

SPORTS FACILITY RESERVE

Members discussed the Council's commitment to transferring funds to the Sports Facility Reserve from its Unearmarked Reserve in 2011/2012. The RFO informed Members that at 31 March 2011 the Sports Facility Reserve was represented by £21,000 and Members discussed their commitment to allocating funds to this reserve in the present financial climate. It was

RESOLVED: That no transfer of funds be allocated to the Sports Facility Reserve in the draft budget 2011/2012. F087/011

DRAFT BUDGET 2011/2012

Members considered the draft budget in detail which had been prepared and planned over past meetings. The RFO stated that the 2011/2012 budget had been prepared as cost effectively as possible with many budget headings being reduced or not being increased. 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 (and not utilised in 2011/2012) if required to support the council's expenditure for Contingency Funds (£5,000) and Civic Reception Budget (£750) as outlined in the 2011/2012 draft budget. F088/011

RESOLVED: That a recommendation be made to full council that the draft expenditure budget of £165,190 for 2011/2012 be accepted for approval as attached hereto. F089/011

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

Chairman
Councillor D G Murton