

FORDINGBRIDGE TOWN COUNCIL

Minutes of the Finance & Policy Committee held on Wednesday 30th November 2016 at 7.30pm in the Town Hall (Minutes subject to approval at the next meeting of the Committee)

Present: Cllr Connolly Chairman
Cllrs Adams, Anstey, Price, Hale, Paton, Earth, Fulford, Wilson, Lewendon & Perkins

In attendance: Mrs H Richards, Town Clerk
Mrs M Coatham, Finance Officer
1 Member of the Public

1. To receive any apologies for absence

Apologies were received from Cllr Bailey

2. To receive any Declarations of Interest

Cllr Adams declared an interest in Agenda item 5, Monies Collected & Payment of Accounts as a supplier to the Council – but remained in the meeting.

3. To confirm the minutes of the meeting held on 26th October 2016 and report any matters arising

Cllr Lewendon proposed and it was seconded by Cllr Anstey and therefore **RESOLVED**: that the minutes of the meeting held on the 26th October 2016 be signed as a true record. All in favour.

Matters Arising

Minute no. 7 – Financial Regulations – The Finance Officer advised that an amendment had been made to the Financial Regulations to correct a numerical error.

Minute No. 8 - The Finance Officer reported that no progress had been made with regards to a replacement vehicle.

4. To receive any matters raised by Members Of the Public

No Members of the Public Present at this time.

5. To receive details of Monies Collected & Payment of Accounts

Cllr Perkins entered the meeting together with a member of the public.

The Finance Officer (RFO) summarised the accounts for November drawing members attention to the following items:

- £500 grant received from Cllr Heron, Hampshire CC
- Deposit paid for the purchase of Audio Equipment for Town Hall
- Following recent problems with the Main Hall Boiler and a recent service, further repairs may be required (costs unknown)

Budgets - The RFO reported that a £15,000 overspend is predicted at year end and advised of the following items:

- | | |
|------------------|--|
| General Purposes | - reduced income on Hall Lettings |
| | - Staff costs down |
| | - Roof at Town Hall likely expenditure unknown |
| | - Utilities costs reduced |
|
Amenities |
- Predicted £10,000 overspend depending on S106 funds received and required spend following RoSPA reports for play Equipment |

- Finance & policy - Staff costs up – overtime due to workload and expenditure for CiLCA (Clerk and RFO)
Floral Displays Summer 2015 watering costs included in this financial year as invoice received late (but balances out savings last year)

Cllr Perkins raised the replacement vehicle for the Council's operative and whether a pickup or van should be supplied. Need to ensure sufficient space to transport larger items of equipment.

The Finance Officer advised that following 4 invoices remain outstanding for the supply of hanging baskets:

- Fordingbridge Bookshop
- Penyards – Bankrupt
- Retro Barbers
- Allsorts

There are ongoing problems with BT regarding broadband at the Information Office. The Broadband supplier for the Town Hall has been changed from Talk Talk to BT (reducing monthly payment). It was suggested that the Council should seek compensation from BT for the disruption and time wasted trying to sort out the Information Office account. The RFO advised that following a complaint to the ombudsman, no response had been received.

6. To consider the following grant applications

- 1st Fordingbridge Scout Group

Members discussed the application for funds towards the latest phase of refurbishment works at the Scout Hall – this would improve access for all abilities. Members agreed that the Council should fully support projects such as this and not piecemeal. It was also suggested that the Council consider setting time periods for applications and grant awards as the current open application systems could result in funds not being available at the end of the year for worthwhile projects – discuss when policy reviewed.

Cllr Anstey proposed and it was seconded by Cllr Fulford and therefore **RESOLVED**: that the sum of **£500.00** be awarded to the 1st Fordingbridge Scout Group.

7. To agree the Council's way forward with Neighbourhood Planning

The Chairman advised that since this item had been placed on the Agenda, further information had been received regarding Neighbourhood Planning including that several local councils were not going to progress this. Through Neighbourhood Planning the Council are able to influence new housing development within the town.

Cllr Lewendon proposed and it was seconded by Cllr Anstey and therefore **RESOLVED**: to write to New Forest District Council to ascertain the area that may be covered under the Neighbourhood Plan and what funding would be available.

Cllr Fulford confirmed that local consultation was a key element of Neighbourhood Planning.

8. To consider the quotation received for the removal or replacement of the Car Park Youth Shelter

The RFO advised that 2 quotes had now been received, the first from a local contractor in the sum of:

- £1075.00 for removal
- £5140.00 for replacement

And the 2nd from another supplier

- £1500.00 for removal

- £5000.00+£1200.00 for replacement supply and installation

Members discussion this and whether a scrap dealer will remove free of charge however a reputable contractor should be used. Before any decision is made regarding removal or

replacement, the views of New Forest DC and the Police should be sought and whether the shelter is located within the Conservation Area.

9. To consider the renewal quotation from Zurich Insurance.

The Finance Officer advised that the current 3 year contract was due to end at the end of March 2017. A quote for renewal had been received with 2 options:

1 year £6524.00
3 year £6078.00

Members discussed whether to obtain further quotes, however previously this had been virtually the same and members considered that the Council received a good service from Zurich.

Cllr Lewendon proposed and it was seconded by Cllr Adams and therefore **RESOLVED:** to accept the quote for the 3 year renewal option in the sum of **£6078.00** per annum.

10. To receive and discuss a recommendation from the Amenities Committee for budget proposals for 2017/18.

Dealt with together with Agenda Item 11 & 12

11. To receive and discuss a recommendation from the General Purposes Committee for budget proposals form 2017/18.

The RFO advised that since the recommendation had been made by the Amenities Committee & General Purposes Committee on 16th November, business rates actual figures had been received together with confirmation that no grant would be received from New Forest DC for the next financial year. The budget proposals agreed at the meetings on 16th November 2016 have therefore been adjusted to reflect these changes and the budgets had both been reduced from original proposal:

Amenities Budget Proposal - £93,000 Precept request £74,250 (Appendix A)
General Purposes Budget Proposal - £92,285 Precept Request £41,457 (Appendix B)

12. To consider the budget proposals for the Finance & Policy Committee for 2017/18.

Members considers the Finance & Policy budget proposals for £91,050 Precept request £78,950 (Appendix C).

13. To formulate a resolution to go before General Council on 4th January 2017 for the precept request

Cllr Connolly proposed and it was seconded by Cllr Anstey and therefore **RESOLVED:** to Accept the following budget proposals & precept requests

Amenities Budget Proposal - £93,000 Precept request £74,250
General Purposes Budget Proposal - £92,285 Precept Request £41,457
Finance & Policy budget proposals for £91,050 Precept Request £78,950

Total Precept Request for the year 2017/18 : £194,657.00

This equates to a 6.25% increase from the current years precept.

14. To note any items of correspondence

The clerk advised members that a letter of thanks for the grant award of £150 had been received from New Forest Disability.

15. To receive a report from the Clerk or any other relevant business

The Clerk had nothing further to report.

16. To note the date of the next meeting as Wednesday 25th January 2017.

Finance & Policy 30.11.16

The meeting closed at 8.20pm