

FORDINGBRIDGE TOWN COUNCIL

Minutes of the Finance & Policy Committee held on Wednesday 27th October 2021 at 7.30pm in the Town Hall (Minutes subject to approval at the next meeting of the Committee)

Present: Cllr Adams – Chair;
Cllrs Anstey, Earth, Goldsmith, Hale, Lewendon, Mouland, & Wilson.

In attendance: Mr P Goddard, Town Clerk
Mrs M Coatham, RFO

1. To receive any apologies for absence

Apologies were received from Cllrs Jackson, Paton and White.

2. To receive any Declarations of Interest

Cllr Adams declared an interest in the payment of accounts.

3. To confirm the minutes of the meeting held on 29th September 2021 and report any matters arising

Cllr Lewendon proposed and it was seconded by Cllr Mouland and therefore **RESOLVED**: that the minutes of the meeting held on the 29th September 2021 be signed as a true record. All in favour. No matters arising.

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

None.

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

Cllr Adams referred to the RFO's report to members. He noted the payment to Seemore Graphics for the website. Cllrs Hale and Mouland commented that the website was an improvement.

Cllr Wilson proposed and it was seconded by Cllr Hale and therefore **RESOLVED**: to approve the schedule of payments of account and that the amounts collected are correct. All in favour.

6. To consider grant applications under Section 137/CIL

- No new grants to consider
- Avon Valley Community Matters

The grant which was awarded last month to this group (£500) was reviewed as the event had been cancelled due to the increase in the number of Covid cases. Cllr Adams proposed and it was seconded by Cllr Earth and therefore **RESOLVED**: to retain the £500 grant previously agreed. All in favour. Cllr Adams noted that the group could apply again for any new functions.

7. To receive any Finance & Policy matters referred from sub-committees - None

8. To receive an update on building matters

The Clerk advised that the planning consultant had responded again, with an enhanced heritage report (at a cost of £400 plus VAT), to the NFDC planning officer in relation to the Town Council's planning application for the Town Hall.

The Clerk noted issues at the Pavilion in relation to the fire alarm sensors, which in places need to be changed from steam to heat, which the contractor was going to do, and issues in relation to hot water for the showers. The contractor had advised that the water tank does not have sufficient capacity to supply the showers if all of the changing rooms were in use so ultimately a larger tank or a second tank to supply two of the changing rooms would be needed. Cllr Adams suggested a second tank would be preferable as then it would only need to be used if all the changing rooms were in use. Cllr Mouland noted the leaking roof at the Pavilion and the Clerk advised that the Council's Buildings Manager was aware of and looking at the issue. Cllr Anstey raised the possibility of locks on the changing room doors but the Clerk advised to comply with fire regulations the changing rooms could not have locks on. Cllr Mouland advised that the upstairs needed cleaning but plans to refurbish the first floor were on hold.

9. To review the following policies and registers

- Grant Award Policy

Cllr Adams reported that the principles were the same as the previous policy but there is more description and the amounts are reduced. The RFO advised that she had received no comments on the circulated draft policy. Cllr Anstey believed that the existing policy would have allowed a grant award to Avon Valley Community Matters when their application was considered last month. The RFO advised that the amounts detailed in the draft policy (£50-£500) were a guide so it is possible to apply for more. Cllr Moulard proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: to approve the grant policy circulated by the RFO. All in favour.

10. To review the final account for the Pavilion Refurbishment

The RFO had circulated details of the final account for the Pavilion. She advised that it was not necessary to allocate the source of funding until the end of the financial year but Cllrs may wish to consider this now. Cllr Adams thought the balance in the RFO's analysis should be funded from CIL rather than the General Reserve as there is more flexibility in how the General Reserve could be used. Cllr Hale felt that this was good use of CIL funds. The RFO suggested that the balance less the Buildings' Manager's costs (i.e. £21,825.71) could be met from CIL. Cllr Hale proposed and it was seconded by Cllr Moulard and therefore **RESOLVED**: to fund the balance (less the Buildings' Manager's costs) in the sum of £21,825.71 from CIL funds. All in favour.

11. To review the CIL Spending

The RFO advised that the CIL policy is due for review in April and October if the members wanted to change anything or add to the forward plan. Alternatively, as there are sufficient projects going ahead, members might wait until April to review the document again. Members decided to wait until April to review the document.

12. To note any items of correspondence

No correspondence.

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

The following points were discussed:

- Christmas Lights

The RFO advised that she had sent letters to local businesses and had received 26 requests for Christmas trees.

Cllr Wilson discussed providing feedback in relation to the summer play sessions and story telling arranged by TUFF. Members discussed seeking feedback from the parents of the children that attended. THE RFO raised budgeting for Playscheme or TUFF next summer. A new Playscheme manager would need to be found and it is currently unclear whether the school will be running its own summer events (as it did this year). TUFF does not generate income so members could budget £3k for TUFF or net £3k for Playscheme.

14. To note the date of the next meeting as 24th November 2021

The meeting ended at 7:58 pm.