

## **FORDINGBRIDGE TOWN COUNCIL**

### **Minutes of the Finance & Policy Committee held on Wednesday 23<sup>rd</sup> February 2022 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, Jackson, Lewendon, Mouland, White, & Wilson.

**In attendance:** Mr P Goddard, Town Clerk  
A representative from the Salisbury Journal

#### **1. To receive any apologies for absence**

Apologies were received from Cllrs Paton & Perkins

#### **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 26<sup>th</sup> January 2022 and report any matters arising**

Cllr Mouland proposed and it was seconded by Cllr Wilson and therefore **RESOLVED**: that the minutes of the meeting held on the 26<sup>th</sup> January 2022 be signed as a true record. All in favour.  
No matters arising. Cllr Adams noted the situation at Avonway appeared to have resolved itself satisfactorily.

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

#### **6. To agree to write off outstanding customer invoices**

The Clerk advised that, on the request of Cllrs, the RFO had chased the debtors again without success. Cllrs expressed disappointment at the non-payment of debts. Cllr Jackson suggested that details of the debtors should be kept on file. Cllr White proposed, and it was seconded by Cllr Wilson, and therefore **RESOLVED**: to write off the outstanding customer invoices as detailed in the RFO's financial report.

#### **7. To consider grant applications under Section 137/CIL**

- No new grants to consider

#### **8. To receive any Finance & Policy matters referred from sub-committees - None**

#### **9. To receive an update on building matters**

- **Town Hall update**

The Clerk advised that the Buildings' Manager had assessed the likely cost of the proposed scheme in relation to the Town Hall. He estimated that the cost of the scheme, as designed by the architects, would be in the region of £168k. If the Conservation Officer's suggestions were adopted, he assessed this would result in an additional cost to the scheme of approximately £26k. Cllr Hale suggested looking to proceed with the work on the roof but, given the assessed cost, he felt that the Town Council should consider a reduced scheme. Cllrs discussed instructing a roofer to investigate the level of work required and suitable roofing companies. Cllr Adams felt that the proposed scheme was not practical. Cllr Hale queried whether the proposed scheme should go ahead. Cllr Wilson suggested proceeding with the work to the roof but to rethink the internal work. Cllr Hale suggested a simpler scheme looking at the toilets and possibly a lift, adding access was the only real issue for using the Council Chamber as an office. Cllrs discussed how the existing space might be reconfigured and asking a local architect, Fields of Architecture for their views. Cllr Hale proposed

and it was seconded by Cllr Lewendon and therefore RESOLVED: to proceed with the work to the Town Hall roof and to look at a simpler scheme (asking Fields of Architecture for their views). All in favour.

- **To consider pigeon spikes at the town hall**

The Clerk had circulated quotes for the cost of pigeon spikes for the Town Hall and adjacent building guttering. He had also circulated the cost of scaffolding to undertake the work (which would be shared cost between the two buildings). The Clerk had spoken to Avon Valley Property Services, who clean the gutters of the Town Hall. They had advised that clip on spikes would increase the time it took to clear the gutters so there would be an increased cost. The clerk said that spikes may, however, reduce the frequency that the gutters would need cleaning. Avon Valley Property Services advised that they could fit the clip-on spikes and were going to provide a second quote for the work. Cllr Wilson suggested that the Council should wait for this second quote. Cllr Adams asked whether in principle the Council agreed with the installation of clip-on spikes. Cllr Mouland proposed and it was seconded by Cllr White and therefore RESOLVED: to agree in principle to installing pigeon spikes at the Town Hall.

### **10. To review and approve the insurance for 2022/23**

It was noted that this was the final year of a long term agreement with Zurich. The Clerk reported that the increased cost was anticipated due to the revaluation of the Pavilion following the refurbishment and the purchase of adult gym equipment. He advised that the premium may increase further as the Council's other buildings were in the process of being re-valued. Cllr Wilson proposed and it was seconded by Cllr Earth and therefore RESOLVED: that the insurance schedule was approved and the policy accepted. All in favour.

### **11. To identify priority projects for CIL funding to present to the Annual Town Assembly**

Cllr Wilson suggested looking at the old youth shelter and the toilet block. Regarding the old youth shelter the Clerk advised that a quote of £500 to remove the old youth shelter and make good the base had been received. To utilise the base a back-to-back bench could be installed looking out over the playing fields and towards the river. Cllr Wilson raised having a green waste recycling skip. The Clerk advised that he had met with Ringwood and Fordingbridge Skip Hire to discuss the Council's skip needs at the Recreation Ground and the cemetery and the clearance of the area by the slipway. He was awaiting a quote from them. Cllr Mouland raised the issue of the money spent on the car park and fencing at the Recreation Ground and suggested that it should be funded from CIL funds. Cllr Mouland proposed and it was seconded by Cllr White and therefore RESOLVED: that the spending on the car park and fencing should be funded from CIL. All in favour.

### **12. To review the following policies and registers**

- Risk Register
- Asset Register
- CIL Policy

The Asset Register and Risk Register have been reviewed and updated by the Officers and the CIL policy has also been updated. Cllr Adams suggested that the Risk Register should say that it is updated each year. No queries were raised regarding the Risk Register. Regarding the asset register, the Clerk advised that the additions could be seen in red. Cllr Adams commented on Council's not writing down asset values. Cllr Hale said it was good that there had been some additions this year. Regarding the CIL policy, Cllr Jackson commented on whether CIL was being utilised to meet the loss for the year and wondered whether it should just be shown as a loss, with the CIL being retained for future use. The Clerk said it was not being proposed that CIL could cover an operational loss but, instead, it was the Council deciding what appropriate CIL projects the CIL funds would be used for. Cllr Adams said he felt that CIL should be used where possible instead of using the General Reserves, as there is more flexibility as to how General Reserves can be used. Cllr Lewendon suggested at the annual meeting it should be made clear what has been funded by CIL and what the position would be had CIL funds not been used. Cllr Adams proposed and it was seconded by Cllr Lewendon and there RESOLVED: to approve the Risk Register, Asset Register and CIL policy. All in favour.

### **13. To note any items of correspondence**

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No correspondence.

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

Nothing to report.

**15. To note the date of the next meeting as 30<sup>th</sup> March 2022**

The meeting ended at 8:04 pm.