

**REPORT of the meeting of the Finance and Policy Committee
held on Thursday 25 May 2017**

Present: Cllr Gail Whitehead (Chair)

Cllrs: Guy Rawlinson
Shirley Holloway
Clive Parkinson
Benj Emmerson
Maggie Tyrrell
Matt Stringer
Helen Harrison

PC Sean White
Special Sergeant Roland Locke
Sandra Richardson (Deputy Town Clerk)
Wendy Sydenham (Administrator)

1. **TO RECEIVE ANY APOLOGIES FOR ABSENCE**

Councillor Bob Griffin (out of Thornbury)

2. **TO RECEIVE ANY MEMBER'S DECLARATIONS OF INTEREST**

None.

3. **TO ELECT A VICE CHAIRMAN FOR THE POLICY AND FINANCE COMMITTEE**

Councillor Benj Emmerson proposed that Councillor Helen Harrison be elected Vice Chairman of the Finance and Policy Committee. This was seconded by Councillor Matt Stringer, and it was unanimously agreed that Councillor Helen Harrison be duly elected.

4. **TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC**

None.

5. **TO RECIEVE A REPORT ON POLICING MATTERS**

PC Sean White provided an update to the Committee. With the recent terrorist attack, security was being stepped up, but there was no specific threat in the South West and no key sites in Thornbury. There had been a number of thefts reported in local shops, non-dwelling thefts on the outskirts of Thornbury and thefts from vehicles. The travellers in Grovesend had been moved on. Reports of anti-social behaviour were relatively low at the moment, especially in the shopping areas. Police were visiting schools to talk to groups of

year 7 students regarding crime consequences. There are drug testing and rouge trader initiatives planned in the near future.

(Councillors Maggie Tyrrell and Helen Harrison arrived at the meeting.)

PC White reported that they were investigating recent damage at Daggs allotments, and continuing to investigate drug use in the area. The Committee thanked PC White and Sgt Locke for attending the meeting.

6. **TO RECEIVE AN UPDATE ON AND CONSIDER MATTERS ARISING FROM THE FINANCE AND POLICY MEETING ON 13 APRIL 2017**

The Deputy Town Clerk provided an update on the following :-

The survey of the Town Hall by the contractors had only picked up on a few minor additional items to the original contract.

The electrical testing of the Age Concern building and the flat had been completed and the necessary works would be done next week.

The re-carpeting of the strip in the Council Chamber has been completed (the previous minutes should have read “the delivery of the replacement for the red strip of carpeting”).

7. **TO RECEIVE THE FINANCIAL STATEMENT FOR APRIL 2017**

The financial statement for April 2017 was noted.

The Deputy Town Clerk informed the Committee that the Citizens Advice Bureau had been approached by South West Mediation with regard to using their offices once a fortnight, perhaps increasing to once a week, when they were not being used by CAB. South West Mediation were proposing to make a payment to the Town Council for the use of the offices and to make a contribution to CAB for use of their telephone. It was agreed that this proposal should be investigated further and brought to full Council for a decision.

8. **TO APPROVE THE ACCOUNTS FOR PAYMENT**

Councillor Benj Emmerson proposed the following accounts for payment, Councillor Shirley Holloway seconded and it was unanimously agreed.

ACCOUNTS PAID OUT OF MEETING

Melrose (UK) Ltd	Premises License for MPF	814.00
Jigsaw	Mayor’s Youth Award (Ellie O’Brien)	50.00
CRED Foundation	Mayors Youth’s Award (Clemmie Bassett)	50.00
EDF ENERGY	Electricity Bills	482.73

ACCOUNTS NOW DUE FOR PAYMENT – 25th May 2017

Central Services

Armstrong Hall Hire	Hall hire for Neighbourhood Plan	94.00
The Consortium	Stationery & cleaning items	206.99
Danwood Group Ltd	Extra copy charges	110.26
Prestige Flooring Ltd	Council chamber carpet	671.64
Pitney Bowes	Postage top up	107.00

Wendy Sydenham	Expenses for attending course	19.25
Sage UK Ltd	Envelopes	91.09
Sage UK Ltd	Sage cover	1633.20
Suez UK Ltd	Waste collection – Town Hall	264.68
Yate Supplies Ltd	Black sacks	113.69
Walker Fire (UK) Ltd	Fire extinguisher test etc	324.42
Walker Fire (UK) Ltd	Fire extinguisher update and test	2188.20
Glos Playing Fields Assoc	Booking Fee for Seminar	60.00

Playing Fields & Cemetery

Abbey Loos Ltd	Toilet unit hire	46.80
Brass Founders	Brass Plaque	163.84
Broxap Ltd	Rail Guard	220.80
Countrywide Stores	Boiler suit	18.99
Countrywide Stores	Gallup	104.95
Cromhall Refinishing Ltd	Gravitex	367.20
GAP Supplies Ltd	Chippings	19.36
GAP Supplies Ltd	Chippings	78.73
Glasdon UK Ltd	Waste bins	291.02
Newey & Eyre	Light fittings	8.58
Sullivans	Spool Line	18.00
Thornbury Tyre Services Ltd	Tube	36.00
T H White	Machinery hire	336.00
Veolia ES (UK) Ltd	Waste collection	262.30
Veolia ES (UK) Ltd	Waste collection	139.22
Walker Fire (UK) Ltd	Fire extinguisher test etc	142.08
Walker Fire (UK) Ltd	Fire extinguisher test etc	269.54

Environment

Almondsbury Garden Centre	Compost	40.00
Chipping Sodbury Glass Ltd	Polycarbonate sheet	84.00
Countrywide Stores	Hose	19.99
Glasdon UK Ltd	Waste bins	183.88
Gael Force Marine	Water Pump	146.94
Travis Perkins	Cement	24.17
Travis Perkins	Roller kit	67.54
Travis Perkins	Stabila Level	28.00
Travis Perkins	Postcrete	49.92
Thornbury Motors Ltd	Petrol	198.04
Thornbury Garden Shop	Hanging basket brackets	80.46

Grants & Contingencies

ALCA	Annual Subscription 2017/18	1262.96
Thornbury Comm Building Trust	Krunch Grant	1833.00
Walker Fire (UK) Ltd	Fire extinguisher test etc	128.40

9. **TO AUTHORISE THE USE OF £6000 FROM COUNCIL'S GENERAL RESERVE TO BE USED FOR RESURFACING WORKS AT THE MUNDY PLAYING FIELDS**

Councillor Clive Parkinson informed the Committee that at the recent Playing Fields and Cemetery Committee meeting, it has been agreed to proceed with resurfacing works at the Mundy Playing Fields, but that the amount quoted exceeded the budget for the works by £6000. It was noted that the works were necessary and that three quotations had been obtained. The Council's reserves were discussed in general and Councillor Shirley Holloway proposed that the additional funds be authorised from the reserves account, Councillor Matt Stringer seconded and it was unanimously agreed.

10. **TO REVIEW AND APPROVE COUNCIL'S INSURANCE POLICY RENEWAL FOR THE FORTHCOMING YEAR**

The Deputy Town Clerk reported that the premium for the Council's insurance policy with Zurich for next year was approximately £500 more than last year. There was also an option to include cover for long term staff sickness for the additional cost of £54. Councillor Guy Rawlinson proposed that we include the additional cover, Councillor Matt Stringer seconded and it was agreed by the Committee. Councillor Clive Parkinson asked for it to be noted that he was not in agreement with this proposal.

11. **TO CONSIDER COUNCIL'S RESPONSE TO THE LOCAL GOVERNMENT BOUNDARY COMMISSION CONSULTATION ON THE ELECTORAL REVIEW OF SOUTH GLOUCESTERSHIRE COUNCIL WARDING ARRANGEMENTS**

The electoral review of warding arrangements was discussed in some detail and it was agreed that the Council would like to strongly suggest the current status quo which worked well be maintained. If this was not possible, it was felt very important that warding arrangements should cover Thornbury only and not include any surrounding areas, and also that the current number of South Gloucestershire Councillors for Thornbury be continued.

12. **TO RECEIVE ANY CORRESPONDENCE AND NOTICES TO BE DEALT WITH ON GROUNDS OF URGENCY**

Councillor Clive Parkinson reported that the Town Council would have stalls at the Carnival to begin consultation on both the Neighbourhood Development Plan and the options for Armstrong Hall redevelopment/joining with Turnberries. It was felt that it would be useful to have Councillors manning the stalls and it was agreed that this should be put on the agenda for the next full Council meeting.