

REPORT of the Meeting of the Finance and Policy
Committee held 27th October 2016

Present: Cllr: Bob Griffin (Chairman)

Cllrs: Benj Emmerson
Shirley Holloway
Clive Parkinson
Guy Rawlinson
Matthew Stringer
Angela Symonds
Maggie Tyrrell

Clare Nelmes (Town Clerk)
Sandra Richardson (Deputy Town Clerk)

1. APOLOGIES FOR ABSENCE

Cllr: Helen Harrison (other commitment)

2. MEMBERS DECLARATIONS OF INTEREST

None

3. TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

None

4. POLICE MATTERS

PC Sean White gave the following report on policing matters that had occurred since the previous meeting.

- Two burglaries that occurred during the day where nothing of value was taken.
- One burglary where jewellery was taken.
- Burglary of outbuilding where lawn mower was taken but left in the garden. There is a named suspect.
- Problems with group of youths. 11-13 year olds throwing eggs etc. and 15-17 year olds kicking cars and causing some damage. PC White had spoken to several of the youths' parents and had requested a dispersal order for the area to cover the Halloween weekend. He had also been working closely with the schools.
- Illegal parking opposite the new Dominos Pizza Take Away has been a problem but it was hoped that work currently underway would resolve the situation.

Cllr Guy Rawlinson gave Council's congratulations to Special Sergeant Roland Lock on his recent award as the best Special Sergeant in Avon and Somerset.

5. MATTERS ARISING FROM REPORT OF FINANCE & POLICY COMMITTEE OF 22 SEPTEMBER 2016

Minutes from the Community Engagement Forum had been circulated.

Dementia training had been attended by staff.

At present only one quote had been received for the redecoration of the outside of the Town Hall.

6. TO CONSIDER MATTERS RELATING TO COUNCIL'S FINANCES

a. The financial statement for September 2016 was received and noted.

b. The following accounts paid out of meeting were approved:-

South Gloucestershire Council	Rates (October) – Town Hall	1305.00
South Gloucestershire Council	Rates (October) – Cemetery	281.00
PPC Avon & Somerset	Neighbourhood Watch Signs	25.00

The following accounts for payment were approved:

Central Services

ALCA	Course Fee – Mary Sealey	30.00
ALCA	Course Fee – Clare Nelmes	30.00
ALCA	Course Fee – Sandra Richardson	30.00
Pitney Bowes	Reset Meter – Franking Machine	10.80
Walker Fire (UK) Ltd	Smoke Detector, Diode Bases	83.40
Walker Fire(UK) Ltd	Fire Alarm Upgrades	1265.64
Grant Thornton	Annual Return Audit 2016	1620.00
Corona Energy	Gas Bill	14.85
BiG Interactive	IT Upgrades to Office Computers	370.00

Playing Fields & Cemetery

CPS Grounds Ltd	Drain 2 Football Pitches	480.00
Murray Hire Centre	Vac Hose, Transformer	48.60
Abbey Loos	Standard Toilet Unit Rental	104.40
Bowcom	Grass Seed	281.23
Veolia	Waste Disposal	168.84
Veolia	Waste Disposal	427.03
Graham Allen & Son's Ltd	Insulation over Flat – MPF	648.00
Matrix BES Ltd	Electrical Installation/Repairs – MPF	131.78
Corona Energy	Gas Bill	104.95
St Mary Church	Petrol for Mowers	58.07
Sutcliffe play	Ball for Top of Pyramid Net	116.69

Environment

Surroundings	Framing & Lettering – Mayor Photo	70.00
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Land & Property

Graham Allen & Sons Ltd	Re-roofing Pavilion – MPF	11090.77
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Grants & Contingencies

Corona Energy	Gas Bill	54.57
Clash Art Space	Grant	250.00
The Poppy Appeal	Donation for Wreath	70.00

- c. The Clerk reported that a pre meeting with South Gloucestershire Council who would carry out Council's internal audit had proved helpful and an interim audit would be carried out during w/c 5th December 2016.

7. TO CONSIDER A DRAFT COUNCIL PLAN AND ITEMS RELEVANT TO FINANCE & POLICY

The Clerk listed the actions for this committee and information was noted. It was agreed to add a review of Council's Standing Orders to the list.

Cllr Maggie Tyrrell informed that Council had reviewed renewing its Quality status in the past but had decided against it as it involved items that were not time effective. The Clerk reported that the criteria had now changed and it was agreed that she circulate this to members.

Cllr Clive Parkinson raised concerns about the number of items on the list and staff capacity to deliver them. Cllr Guy Rawlinson advised that there should be a timescale to accompany the actions as it was an extensive list and they did not want the Clerk to be in a position where the targets could not be met.

8. TO CONSIDER CONSULTATION ON 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT AND PROPOSAL TO EXTEND COUNCIL TAX REFERENDUMS TO TOWN AND PARISH COUNCILS

After some consideration it was agreed that the proposals did not take into account retrospective spending and that this should be factored in when a decision was made. There was also no consideration given to parish and town councils taking on services that had previously been supplied by the larger authorities and that all would be index linked.

It was agreed that the Clerk draft and submit a suitable response in conjunction with the Chairman.

9. PROPOSAL FROM SOUTH GLOUCESTERSHIRE COUNCIL TO SETTLE AN OUTSTANDING ENERGY BILL

A proposal from South Gloucestershire Council to resolve the outstanding energy bill issue was discussed and a figure of £13,523.93 +VAT was agreed to resolve the outstanding energy bill.

10. TO CONSIDER ANY CORRESPONDENCE OR CONSULTATIONS RECEIVED

The Clerk informed Councillors that the casual vacancy had not been contested and a bi-election was not necessary and that a co-option could now take place. The Clerk also raised the issue of a co-option policy and it was agreed that this information be formally noted at the next full Council meeting and that an agenda item be included to formally consider a co-option policy.