

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 26th April, 2018 commencing at 7.10 pm.

PRESENT: Councillors Frost (In the Chair), Flynn, Harrison, Head, Holbrough, Huntington, Jeffreys, Marshall, Moore, O'Neil, Smith and Walker.

OFFICERS: Mr B Robertson (Town Clerk)
Mrs S Howard (Responsible Finance Officer)
Mr Charlie Studdy (Arts and Leisure Manager)
Miss N Cotham (Admin Assistant)

PR1716 **APOLOGIES**

Apologies for absence were received from Councillors Blackburn, G. Boatman, M. Boatman, Crawford, and Green.

PR1717 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillors O' Neil, Moore and Holbrough declared a non-pecuniary interest in item 7 of the agenda.

Councillors Flynn and Walker declared a non-pecuniary interest in item 5 of the agenda as they are on the Windfarm panel.

PR1718 **TO SIGN AS A CORRECT RECORD THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE OF 22ND MARCH, 2018 AS APPROVED AT COUNCIL ON 12TH APRIL, 2018**

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 22nd March, 2018 approved at Full Council on 12th April, 2018 be signed as a true record by the Chair (Councillor Frost)

This was **PROPOSED** by Councillor O'Neil and **SECONDED** by Councillor Smith.

PR1719 **REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

- a. Monthly Payments – March, 2018

Councillor Jeffreys asked why a large sum of money is being paid to Fisher Security.

The Responsible Finance Officer informed Members that £10,000 is paid as a monthly charge, there is a payment of £18,000 which is the arrears which the Council owed, and the smaller amounts are call out fees.

Councillor Head asked why the Council had paid a £674.40 annual charge to Fisher Security when the Council already pays a £10,000 monthly fee. She also thanked the

Responsible Finance Officer for such a good set of budgetary information.

The Responsible Finance Officer informed Members that she will find the invoice and email it to Councillor Head to provide her with all relevant information.

Councillor Huntington referred to a payment of £2072 to Careline Security Ltd and asked what this is for, and why two different security companies are used.

The Responsible Finance Officer informed Members that it was to pay for the Junction's new CCTV system update, which provides both internal and external coverage.

The Town Clerk informed Members that the Council is not contracted to using one security company so the Council will use whoever offers the most competitive quote.

Councillor Head informed Members that the Council are paying £59 for a call out but usually Fisher Security only make a phone call, and still charge for it.

The Town Clerk informed Members if an alarm is activated then Fishers Security sends out an engineer to meet the Police and secure the premise. He also informed Members that staff were previously not being paid to do it and the council relief on their goodwill. Staff would have to be paid a minimum of 2 hours' usual wage, as well as being paid for being on call. He also informed Members that being on call interfered with staff's social lives, so it was more cost efficient to pay Fisher Security £59 than the council staff.

The Town Clerk informed Members that if a call-out is due to an alarm not being properly set, then the organization responsible would be charged accordingly.

Councillor Smith **PROPOSED** that Members approve the schedule of payments for March, 2018.

This was **SECONDED** by Councillor Harrison.

It was **RESOLVED** to **APPROVE** the payment for the month of March, 2018 totaling £165057.51.

- b. 2017/2018 Year-end Transfers To and From Re-allocation of Reserves via the General Fund

Councillor Smith asked what the Gravy Project is.

The Arts and Leisure Manager informed Members that it is a grant from the East Riding of Yorkshire Council to do with the City of Culture. He informed Members that it was commissioned to use for work with local groups and groups within Beverley.

Councillor Marshall asked why the Council needs £15,000 election costs.

The Responsible Finance Officer explained that the Council currently only has £3000 election costs, but should have the estimated cost of £15,000 by the 2019 elections.

Councillor O' Neil **PROPOSED** that Members **APPROVE** the Officer's

recommendation.

This was **SECONDED** by Councillor Smith.

It was **RESOLVED** to **APPROVE** the officer's recommendation to approve the transfers to reserves of £65,788.22 and from reserves of £80944.21 and reallocation of reserves of £623.45.

c. Monthly Debtors Report

Councillor Head asked why there are now only two debtors on the report.

The Responsible Finance Officer informed Members that the Green Team and Weight Watchers were on the report in the previous Policy and Resources meeting, and since then both the Green Team and Weight Watchers had paid in full. She also informed Members that since printing and sending out the Monthly Debtors Report Real Aid have paid £400 and set up a new standing order. She also informed Members that Spot on Catering has since paid £950.41.

The Responsible Finance Officer informed Members that she has also sent a letter to the Mission Hall explaining that she has to pay her full arrears by 6th May, 2018, or she will be evicted.

It was **PROPOSED** by Councillor Moore that Members **NOTE** the officer's report.

This was **SECONDED** by Councillor Walker.

It was **RESOLVED** to **NOTE** the Officer's report.

d. Internal Audit Review 2016/17 and Appointment of Internal Auditor for the financial year ending 31st March, 2018

Councillor Head asked when the auditing would be carried out.

The Responsible Finance Officer informed Members that she will contact the auditor at the start of May, 2018, to arrange a date.

Councillor Moore **PROPOSED** that Members **APPROVE** the Officer's recommendation.

This was **SECONDED** by Councillor Marshall,

It was **RESOLVED** to **APPROVE** the officer's recommendation to re-appoint Alan Johnson of AJACS as the internal auditor for 2017/18.

e. NJC Pay scales

It was **PROPOSED** by Councillor Smith that Members **NOTE** the officer's report.

This was **SECONDED** by Councillor O'Neil.

It was **RESOLVED** to **NOTE** the Officer's report.

f. Facilities Charges 2018/19

It was **PROPOSED** by Councillor Moore that Members **NOTE** the officer's report.

This was **SECONDED** by Councillor O'Neil.

It was **RESOLVED** to **NOTE** the Officer's report.

g. Business Online Banking

Councillor Head asked whether it would cost the Council more money to make payments in euros.

The Responsible Finance Officer informed Members that it wouldn't cost any more.

Councillor Marshall asked why the Council owes money to a supplier in Dublin.

The Arts and Leisure Manager informed Members that it was due to hiring a film from a Dublin supplier.

Councillor Walker **PROPOSED** that Members **APPROVE** the Officer's recommendation.

This was **SECONDED** by Councillor Smith.

It was **RESOLVED** to **APPROVE** the officer's recommendation.

The Responsible Finance Officer informed Members that during the past week she received a call from the bank after they intercepted a forged cheque of £89,000 being paid to a company called Diego Wholesale. She informed Members that the forged cheque was for a serial number which the Council had not yet reached.

The Responsible Finance Officer informed Members that the account is checked every day so any changes and strange activity would be picked up immediately.

Councillor Marshall asked whether the police are involved.

The Responsible Finance Officer informed Members that the situation is directly passed on to Yorkshire Bank to pursue but the Council would unfortunately not find out what the outcome is.

PR1720

REPORTS OF THE ARTS AND LEISURE MANAGER

1. Goole Fields Wind Farm Fund Application for Bonfire Night Event

The Arts and Leisure Manager informed Members that he had been unsuccessful the Windfarm bid for this year's Bonfire Night and had been told it was due to insufficient financial information.

Councillor O'Neil informed Members that it would not be too late to apply to the Wind Farm trust again as the panel are meeting at the end of June, 2018.

The Arts and Leisure Manager informed Members that June, 2018 would be too late to get the schools involved with Bonfire Night. He also asked Members if they have any suggestions for other sources of funding.

Councillor O'Neil suggested looking at Fund Finder on the East Riding of Yorkshire Council's website.

Councillor Smith asked if the Council bought the pallets for the bonfire as having them donated could cut costs.

The Arts and Leisure Manager informed Members that the pallets are already donated.

Councillor Moore asked if the Schools were involved with Bonfire Night in 2017.

The Arts and Leisure Manager informed Members that the Schools were not involved in Bonfire Night in 2017, and he is looking for an extra £5000 for each year over the next 3 years to reinstate the community and school involvement.

Councillor Frost suggested applying again for the Wind Farm bid again in June even though this would mean the children would not be involved, as it gives the Council a chance to review the submission.

Councillor O'Neil suggested looking at funding from national communities and asked if the Council would be eligible for the Awards 4 All bid.

The Town Clerk confirmed that the Council would be eligible.

Councillor Frost **PROPOSED** reapplying for the Wind Farm bid in June.

This was **SECONDED** by Councillor O'Neil.

It was **RESOLVED** to reapply for the Wind Farm bid in June.

2. Bonfire Night Event Income Target

Councillor Frost asked the Arts and Leisure Manager whether he believed there would be a greater income from ticket sales this year.

The Arts and Leisure Manager informed Members that he believed there would be less ticket income this year due to the event being much smaller and being held on a Monday.

Councillor Frost informed Members that he believes that if the tickets are available earlier and the event is better publicized, there will be a greater income and larger attendance.

Councillor Smith informed Members that most local people are aware that the

Bonfire Night event is held each year at West Park, but many put off buying tickets until a few days before due to weather conditions.

The Arts and Leisure Manager informed Members that the budget was so tight last year that there was no room to afford advertising the event properly.

Councillor Marshall informed Members that most of the money taken is used to pay for security staff and road closures on the night.

Councillor Smith asked whether there is a minimum attendance number of attendants to make it possible to not need security staff.

The Arts and Leisure Manager informed Members that there was no legislation which enforced this but the event had seen such a large number of attendants that security was needed. He also informed Members that if the event only saw 1000 attendants then it might be possible to use volunteers instead of paid staff.

Councillor Moore **PROPOSED** to set a net income target of £12,817, which is the same total as the previous year.

This was **SECONDED** by Councillor O'Neil.

It was **RESOLVED** to **ACCEPT** Councillor Moore's proposal.

PR1721

ITEMS REFERRED FROM AMENITIES WORKING PARTY - CENTENARY OF END OF WORLD WAR 1

a. Ribbon of Poppies

Councillor Walker **PROPOSED** that Members **APPROVE** the Working Party's recommendation and agree to plant in the bed to the right hand side of the entrance gate.

This was **SECONDED** by Councillor Head.

It was **RESOLVED** to **APPROVE** the Working Party's recommendation.

b. Clock tower Poppy

Councillor Walker **PROPOSED** that Members **APPROVE** the Working Party's recommendation.

This was **SECONDED** by Councillor Huntington.

It was **RESOLVED** to **APPROVE** the Working Party's recommendation.

PR1722

WEDDING LICENCE – WEST PARK

Councillor Marshall informed Members that she dislikes the idea and asked what would happen if somebody wanted to purchase food from the café if a wedding is in progress.

The Town Clerk informed Members that the café would still function as the potential weddings would be held in a marque.

Councillor Smith informed Members that he believes the Council should support it especially when the money would be spent on West Park.

Councillor O'Neil informed Members that a licence would cost £2800 a year to hold, and many people already go to West Park to have their pictures taken and have enquired about weddings being held at West Park.

Councillor Head informed Members that she disliked the idea and believes that the pavilion is for the community and users of West Park, and not weddings. She also believes that it would impact on unfair competition with local businesses that already hold wedding functions, such as the Courtyard.

Councillor Head informed Members that she also dislikes the idea due to the fact it meant an alcohol licence would also need to be purchased even though alcohol is not permitted in West Park.

Councillor Jeffreys informed Members that he dislikes the idea due to it resulting in unfair competition.

Councillor O'Neil informed Members that the event organizers would need to apply for an alcohol licence.

Councillor Head requested a recorded vote on the issue

Councillor Head **PROPOSED** that Members decline that a West Park wedding licence is applied by the caterer.

This was **SECONDED** by Councillor Marshall.

Councillor Moore **PROPOSED** an **AMENDMENT**, to resolve that a licence be applied to allow weddings to be carried out at West Park.

This was **SECONDED** by Councillor Harrison.

On being put to the vote the amendment was carried.

For: Councillors, Harrison, Holbrough, Huntington, Moore, O'Neil, Smith and Walker.

Against: Councillors Flynn, Head, Jeffreys, and Marshall.

Councillor Moore's proposal became the **SUBSTANTIVE MOTION**.

On the **SUBSTANTIVE MOTION** being put to the vote this was carried.

It was **RESOLVED** that permission be given to the café operator to apply a licence to allow weddings to be carried out at West Park.



Meeting concluded 7:55pm

*****END*****