

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 22nd March, 2018 commencing at 7.15 pm.

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

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

PR1707 **APOLOGIES**

Apologies for absence were received from Councillors M. Boatman, G Boatman, Crawford, Frost, Green, Harrison, Huntington, and Smith.

PR1708 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillor Moore declared a non-pecuniary interest in agenda item 8 as his wife is a trustee of the Moorlands café.

Councillor Jeffreys and The Town Clerk declared a non-pecuniary interest in agenda item 6 as they are both trustees of the Green Team.

Councillor O' Neil declared a non-pecuniary interest in agenda item 8 as she is a company secretary to the Moorlands.

PR1709 **TO SIGN AS A CORRECT RECORD THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE OF 22ND FEBRUARY, 2018 AS APPROVED AT COUNCIL ON 8TH MARCH, 2018**

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 22nd February, 2018 approved at Full Council on 8th March, 2018 be signed as a true record by the Chair (Councillor Walker).

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

PR1710 **REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

a. Monthly Payments – February, 2018

Councillor Head referred to the payment of £152.50 to Goole & District Community TRA Brid Spa Trip and asked what the payment was for.

The Arts and Leisure Manager informed Members that this payment was to allow the School of Rock to attend an event at Bridlington.

Councillor Head referred to the payment of £2899.85 to Ticketsolve and asked how this worked.

The Arts and Leisure Manager informed Members that this payment was the annual licence fee.

Councillor Head referred to the payment of £184.22 to British Telecommunication for the use of a payphone at Victoria Pleasure Grounds, and asked why does Victoria Pleasure Grounds need a payphone?

The Town Clerk explained that this is a requirement of the league in which Goole AFC play.

Councillor Head asked about a cheque from the council and what was it for.

The Responsible Finance Officer informed Members that the cheque was for 2 larger items which totaled over £1500, and as it was a large amount of money the bank queried the payment. She also informed

Members that this cheque was then cancelled and BACS payment made instead.

Councillor Blackburn **PROPOSED** that Members approve the Officer's recommendation.

This was **SECONDED** by Councillor Moore.

It was **RESOLVED** to **APPROVE** the payment for the month of February, 2018 totaling £104,190.39.

b. Monthly Debtors Report

Councillor Marshall pointed out that there are now two new debtors on the report.

The Responsible Finance Officer informed Members that Weight Watchers had since paid £400 which will be taken off their statement next month.

Councillor Marshall asked whether the Green Team had made a payment yet.

The Responsible Finance Officer informed Members that a payment has not yet been received from the Green Team but she is checking daily as the payment is imminent. She also informed Members that she is checking daily for a payment from Real Aid.

Councillor Head informed Members that Real Aid stopped making payments as they claimed that the room was unusable.

The Town Clerk informed Members that it was the tenant's responsibility to make necessary repairs as they made this claim two year after signing the lease. He also informed Members that as a gesture of good faith the council made any necessary repairs even though it was the tenant's responsibility.

Councillor Moore **PROPOSED** to initiate small claims court action if no payment is received from Reel Aid soon.

This was **SECONDED** by Councillor Blackburn.

It was **RESOLVED** to move to a small claims court action if no payment is received from Real Aid soon.

The Town Clerk asked what level of payment from Real Aid is acceptable

The Responsible Finance Officer informed Members that Real Aid should have a £400 standing order set up.

Councillor Blackburn **PROPOSED** that Members **NOTE** the Officer's report.

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

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

c. Income & Expenditure January 2018/February 2018

Councillor Head asked why there are two sets of figures, one for the previous Mayor's funds and one for the current Mayor's funds.

The Responsible Finance Officer explained that some payments are still in the process of being moved over.

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

This was **SECONDED** by Councillor Moore.

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

PR1711

REPORTS OF THE ARTS AND LEISURE MANAGER

1. Bandstand Concerts 2018

The Arts and Leisure Manager explained that he provided the Bandstand Concerts 2018 schedule for Member's information and confirmation.

Councillor Head asked why there has been £61 paid to the council.

The Arts and Leisure Manager informed Members that this is rental from the ice cream van.

Councillor Moore informed Members that he would like to see more advertising for the bandstand concerts as he had received complaints in previous years from residents who have missed them.

Councillor Flynn asked why some of the dates were earlier this year.

The Arts and Leisure Manager informed Members that due to the school holidays the bands were very busy, so some dates had to be changed to make them earlier than usual.

Councillor Moore **PROPOSED** that Members **NOTE** the Officer's report.

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

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

2. Children's University

The Arts and Leisure Manager explained that he had provided information for Members on the Children's University as he believes it's a very positive movement.

Councillor Marshall offered her congratulations.

Councillor O'Neil **PROPOSED** that Members **NOTE** the Officer's report.

This was **SECONDED** by Councillor Jeffreys.

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

3. Extension of Screens

The Arts and Leisure Manager informed Members that this was an update following the Council's agreement to move forward with the screens adjacent to the café windows. He also informed Members that they share a similar design concept as the previous screens.

Councillor Head asked whether funding was available for the new screens.

The Arts and Leisure Manager explained that £17,000 was available.

Councillor Marshall asked if many people would understand the design concept behind some of the designs associated with Howden.

Councillor O'Neil informed Members that the public will be fully aware of the R100, and that plenty of residents from Howden visit Junction. She also informed Members that she thinks it is a beautiful art project.

Councillor Jeffreys asked whether the project would block off wheelchair access.

The Arts and Leisure Manager informed Members that there would still be ramps available for wheelchair access.

Councillor O'Neil **PROPOSED** that Members **NOTE** the Officer's report.

This was **SECONDED** by Councillor Blackburn.

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

4. Higher Rate of Engine Room

The Arts and Leisure Manager informed Members that he has previously applied a 50% discount to the full hiring charge for the Engine Room as it would be unaffordable to charge to current standard rate. He informed Members that he wanted to clarify that they were in agreement for the discounted rate to continue.

Councillor Moore informed Members that he sees no reason to change the current agreement.

Councillor Moore **PROPOSED** that Members **APPROVE** continuance of the discounted rate for Engine Room.

This was **SECONDED** by Councillor Head.

It was **RESOLVED** to **APPROVE** continuance of the discounted rate for the Engine Room.

PR1712

PROPOSAL OF THE GREEN TEAM – RIVERSIDE GARDENS

Councillor Head informed Members that she dislikes the proposal as the riverside gardens has had generations of usage and is still today used as a recreational area. She informed Members that she believes it would be unpleasant for residents of Hook road to look out and see the Green Team headquarters as Hook Road is one of the most beautiful roads in Goole. She also informed Members that she does have great regard for the Green Team but she does strongly dislike this idea.

Councillor Blackburn informed Members that he agrees with Councillor Head and that this is not the right place for the new headquarters. He also informed Members that he also has great regard for the Green Team and the work they do, but the one natural place in Goole is the river and the Green Team's proposal would result in fencing off large parts of it and essentially turn riverside gardens into a garden center. He informed Members that he would hope the council would agree to reject the proposal.

Councillor O'Neil informed Members that she also agrees with both Councillor Head and Councillor Blackburn. She informed Members that she too believes it is a well-used recreational area as she had witnessed herself in Summer young people organizing themselves to play bowls on the green there. She also informed Members that she believes it is a beautiful area which should be left alone.

Councillor Marshall asked who would pay for the Green Team to move their headquarters.

The Town Clerk informed Members that the Green Team would pay for it themselves.

Councillor O'Neil informed Members that she assumed this would be through funding.

Councillor Head informed Members that she believes South Park would be a better area as she believes it is very underused.

Councillor O'Neil informed Members that it is very much used as the South Park football pitches are the best ones in Goole.

Councillor Moore informed Members that he would support the council's decision. He also informed Members that he is currently working with Dave Gibbins of the Green Team to find a more suitable area for the headquarters. He informed Members that they are looking at other possible places but he can't disclose the information at this time.

Councillor Blackburn **PROPOSED** that the Green Team's proposal is not accepted.

This was **SECONDED** by Councillor Holbrough.

It was **RESOLVED** to not accept the Green Team's proposal.

It was **RESOLVED** that the press and public be excluded for the following item under the public bodies (admission to meetings act) 1960 in that it contains commercial information as defined under the local government act 1972 schedule act 12a the divulgence of which may be detrimental to the council.

PR1713

WALKWAY CAFÉ BAR – REPORT OF THE RESPONSIBLE FINANCE OFFICER

Councillor Moore asked why the accounts were previously wrongly declared.

The Responsible Finance Officer informed Members that the accountants were working based on client information, and that Pauline the operator of Walkway Café Bar had been confused with the accounts. She also informed Members that she is working closely with the operator to help with her account organization.

Councillor Jeffreys asked how much debt the operator has paid off.

The Responsible Finance Officer informed Members that Pauline has currently paid of £1500 working on a NET profit, which doesn't include the £185 she pays monthly for a market unit.

Councillor Head asked why she is paying monthly for a unit.

The Responsible Finance Officer informed Members that she pays this for storage, for items such as crockery and Christmas decorations.

Councillor Head asked why isn't there any storage in the café.

The Town Clerk informed Members that the storage in the café is already full but was sufficient for previous operators.

Councillor Marshall asked why she has to pay for the unit if nobody is already using it.

The Responsible Finance Officer informed Members that it is because the unit is part of the arts budget and the fees and charges agreed by the council.

Councillor Marshall asked if we could half the monthly rent for the unit.

Councillor Head informed Members that she believes it doesn't seem practical to not have sufficient storage for the café.

Councillor Head asked if the situation is similar at West Park. She informed Members that the operator also pays 10% of profit to the council, unlike West Park Café that hasn't paid any profit to the council. She also asked if these new figures would leave the operator owing money.

The Responsible Finance Officer informed Members that she would be left owing £760.

Councillor Jeffreys informed Members that he believes until the operator starts running the Walkway café on a more suitable basis the council will have to continue to support her, as it is a popular café.

The Responsible Finance Officer informed Members that she is advising the operator on how to run the café.

Councillor Head **PROPOSED** that the profits are changed from GROSS to NET and Pauline continues to pay 10% of NET profits, as well as disregarding previous debts owed and asking for the remaining £760 to be paid.

This was **SECONDED** by Councillor Moore.

It was **RESOLVED** that the profits are changed from GROSS to NET and the operator continues to pay 10% of NET profits, as well as disregarding previous debts owed and asking for the remaining £760 to be paid.

PR1714

DRAFT LICENCES WALKWAY CAFÉ BAR AND WEST PARK CAFÉ

Councillor Blackburn asked if the Walkway Café Bar and Moorlands Café have seen the draft licences.

The Town Clerk informed Members that they have not seen the draft licenses as the council may choose to amend them.

Councillor Blackburn asked if it would be possible to defer this item until both cafes had seen the draft licences.

Councillor Head informed Members that it was almost the same as the previous contract except that the Walkway Café Bar has now changed from GROSS profit to NET profit, and that the utilities will be paid for. She also informed Members that she would like to be included in the drafts that the council should receive a report on who undertakes work experience with the cafés.

Councillor O'Neil informed Members that the West Park Café is run by a board of trustees but as the draft licenses are exempt she can't show the trustees it for comment. She informed Members she would like to show them to comment upon before a decision is made.

Councillor Moore informed Members that he would like a copy of the previous licenses to compare both licenses against each other. He also asked if employing work experience applies to the Walkway Café.

The Town Clerk informed Members that work experience does apply to the Walkway Café.

Councillor O'Neil informed Members that we only get work experience if a school or college wants to send students. She also informed Members that she doesn't understand why a report is needed indentifying who carries out work experience as it creates more work.

Councillor Head informed Members that a report is needed as the council is unaware of anybody who has taken part and left with a certificate. She also informed Members that it is a condition of the lottery fund.

Councillor O'Neil informed Members that she will provide the records and create a report.

Councillor Walker informed Members that work placements are on both copies of the draft licenses.

Councillor Head **PROPOSED** to include on the licenses that a report will be provided from West Park Café of all work experience participants.

This was **SECONDED** by Councillor Jeffreys.

It was **RESOLVED** to **ACCEPT** Councillor Heads proposal.

Councillor Blackburn **PROPOSED** to defer a decision until both cafés have seen the draft licenses, subject to amendments.

Councillor Moore **SECONDED** this.

It was **RESOLVED** to **ACCEPT** Councillor Blackburns proposal.

PR1715

SARAH KRAWCIC – REPORT OF THE RESPONSIBLE FINANCE OFFICER

Councillor Jeffreys informed Members that Sarah Krawcic is already in breach of her contract by subletting the building. He also asked Members what happens to the additional rent from subletting.

The Town Clerk informed Members that MS Krawcic keeps the additional rent.

The Responsible Finance Officer informed Members that the debt has increased due to MS Krawcic not yet making a payment.

Councillor Moore **PROPOSED** to accept the Responsible Finance Officer's recommendation.

This was **SECONDED** by Councillor Holbrough.

It was **RESOLVED** to accept the Responsible Finance Officer's recommendation,

Meeting concluded 7:55pm
