

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 20th December, 2018 commencing at 7.17 pm.

PRESENT: Councillors Frost (In the Chair) G Boatman, M Boatman, Crawford, Flynn, Head, Holbrough, Huntington, Marshall, O'Neil and Walker.

OFFICERS: Mr B Robertson (Town Clerk)
Mr C Studdy (Arts & Leisure Manager)
Ms S Howard (Responsible Finance Officer)
Mrs C Brophy (Admin Assistant)

PR1776 APOLOGIES

Apologies for absence were received from Councillors Blackburn, Harrison, B Jeffreys, D Jeffreys, Moore and Smith.

PR1777 TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE

Councillors, Holbrough and O'Neil declared a non-pecuniary interest in item PR1783.

Councillor Crawford declared a pecuniary interest in item PR1783.

PR1778 TO SIGN AS A CORRECT RECORD THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE OF 22nd NOVEMBER, 2018 AS APPROVED AT COUNCIL ON 6th DECEMBER, 2018

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 22nd November, 2018 approved at Full Council on 6th December, 2018 be signed as a true record by the Chair (Councillor Frost).

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

PR1779 REPORT OF THE RESPONSIBLE FINANCE OFFICER

Members were in receipt of the following reports.

a. Monthly Payments – November, 2018

Councillor Huntington stated that he would like to see cost codes on all items.

The Responsible Finance Officer informed him that cost codes are only used on items over £1,000.00.

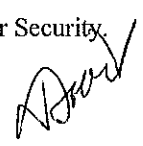
Councillor Huntington queried two separate payments for fire extinguishers – one to Chubb Fire Ltd and one to Central Fire.

The Responsible Finance Officer said that she would look into it. She stated that it could be that separate payments are made for quarterly visits and for fire extinguishers.

Councillor Huntington also queried the amount for traffic control at the bonfire saying that it was a different amount to that on the Arts and Leisure Manager's Report.

The Responsible Finance Officer informed him that the figure included VAT.

Councillor Head queried the period over which arrears would be paid to Fisher Security.



The Responsible Finance Officer replied that it needed paying until 2023, the life of the Contract.

Councillor O'Neil **PROPOSED** that Members approve the schedule of payments for November, 2018.

This was **SECONDED** by Councillor G Boatman.

It was **RESOLVED** to **APPROVE** the payments for the month of November, 2018 totalling £132,371.92.

b. Monthly Income & Expenditure – November 2018 and projections for 2019/20

Councillor Head questioned the Summary 8.1 paragraph 3, increasing the General Fund Balance.

The Responsible Finance Officer informed Members that she just wished to bring it to their attention that such an increase is in line with best practice.

The Town Clerk stated that a 12.9% increase in precept doesn't equate to that of Council Tax, it is considerably less, and that this figure was for information and not a recommended increase.

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

This was **SECONDED** by Councillor G Boatman.

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

PR1780

REPORTS OF THE ARTS & LEISURE MANAGER

Members were in receipt of the following reports.

(a) BONFIRE NIGHT EVENT 2018

The Arts & Leisure Manager (ALM) informed Members that there had been a big turn-around in finance and attendance. He said that we had been caught out by the number of people wanting tickets at the gate, and actually ran out of tickets. We actually made more money by selling tickets on the gate, making a profit of £1,400.00. He told Members that the event passed off safely.

Councillor M Boatman said that placing a higher fixed price at the gate was supposed to deter people from paying on the night. He said that the dip in numbers last year was possibly due to the bad weather forecast. He informed Members that in his view the report gives credit to the decisions that the Council made.

Councillor Crawford asked whether we needed to code staffing costs to the event.

The Responsible Finance Officer informed him that it had been discussed with the Arts and Leisure Manager and it had been decided that it would be very difficult to do.

Councillor Flynn asked for how long the road had been closed?

The ALM replied that it had been closed for 40 minutes.

Councillor Huntington asked about the External Combustion Contract?

The ALM informed Members that there is no fixed contract.

Councillor M Boatman said that some people had mentioned that they couldn't hear the music.

The ALM agreed that there had been an issue with under powering of the PA system although it had been fine at sound check. He informed Members that this and the selling of the tickets were the only issues.

Councillor Walker stated that other than a slight delay in starting, the event was very good. He asked

for 'congratulations to the staff for their efforts' to go on record.

Councillor Frost said that he would like to endorse the vote of thanks given by Councillor Walker and to the grounds maintenance staff.

(b) JUNCTION BUSINESS PLAN 2019/20

The ALM informed Members that the Report was principally for ourselves but also a requirement of The Arts Council. He said that a section has been added giving more information on The Creative Case.

Councillor M Boatman mentioned Key Performance Indicator (KPI) 6.2 – the number of tickets purchased on line. He wondered if the increase is due to people not being charged for such bookings.

The ALM stated that it was actually the reverse. Since January the Box Office People, Ticketsolve have charged £1.00 per online booking.

Councillor Huntington said that things were looking good for Junction with the two-year plan looking very good. He stated that he was pleased that the Council went along with the new ticketing system. He said that it gives better demographics. He feels that it was a good decision to go with Ticketsolve

The ALM said that we are ending the year on a high due to films such as Bohemian Rhapsody and the Pantomime.

Councillor Holbrough **PROPOSED** to **APPROVE** the business plan for 2019/20.

This was **SECONDED** by Councillor Huntington.

It was **RESOLVED** to **APPROVE** the business plan for 2019/20.

The ALM left the meeting at 7.40pm.

PR1781

APPLICATION FOR MEMORIAL ROSE TREE AND PLAQUE

Members were in receipt of the above correspondence.

Councillor O'Neil informed Members that she had known the late Don Rose for many years. He was a Normandy Veteran and served on Boothferry then Humberside Council. She said that he had lived a full and useful life and had achieved lots for the area. He was partially responsible for the new road to Drax. She stated that she was happy for this to be approved but thought that all future applications should be judged on merit.

Councillor Head said that she had also known the late Don Rose for many years and it would be nice to recognise his achievements for the area and his Country. She asked whether his name could be added to the new memorial if it goes ahead.

Councillor O'Neil stated that the Memorial is going to be for people who lost their lives at war. She informed Members that Councillor Rose donated his body to Medical research.

Councillor M Boatman said that there was no guarantee that we would be successful in gaining the funding for the new Memorial.

A discussion took place amongst Members regarding the new Memorial.

Councillor Huntington informed Members that Councillor Rose had been awarded the 'Legion D' Honeur'.

Councillor Crawford stated that he had spent some time with Councillor Rose and wholeheartedly supported the application for the Memorial for him. He said that his achievements needed recognition.

Members **RESOLVED** to approve the application.

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 or personal information as defined under the local government act 1972 schedule act 12a the divulgence of which may be detrimental to the council.

PR1782 MONTHLY DEBTORS REPORT

Members were in receipt of the above report.

The outstanding debt is reducing monthly and should be cleared within six months.

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

PR1783 FOOD FOR U LIMITED ACCOUNTS & BREAKDOWN

Members were in receipt of the above report.

Councillor Marshall queried the figures for income and wages saying they didn't seem to be in proportion. She said that the wages are far in excess of café sales.

Councillor Frost said that there are many volunteers at the Moorlands Centre.

She also questioned the figure for payment of rent stating that no rent is paid and that it should be shown as utility costs.

The Responsible Finance Officer informed Members that the accounts are prepared by a firm of Accountants. Querying them is bringing into question their practice. She stated that the rent figure was a genuine mistake and should have said utilities.

Councillor Marshall said that was fair enough however the wages still appeared to be excessive.

Councillor O'Neil informed Members that the café equipment is not all owned by the Council. She said that Food For U had bought new equipment as some was not deemed suitable for use. She said that Councillor Marshall should submit any comments to the Town Clerk which could then be passed on to the Board of Trustees.

Councillor Marshall asked whether the Accountants or Trustees queried the wages.

Councillor Head said that the Responsible Finance Officer has told us that the accounts are provided by a firm of Accountants however they can only work with what they are given. She queried the fact that no grants are itemised.

Councillor O'Neil stated that there are no grants for the West Park café. There are only grants for Meals on Wheels, the Youth Club and the Cyber Café.

Councillor Head said that previous accounts had not been as complete as this set. She said that any grants received by the Moorlands Centre should be shown as income. She asked how many Trustees there were.

Councillor O'Neil informed Members that there are seven Trustees. She again asked Councillors to submit any questions to the Town Clerk.

Councillor Flynn asked Councillor O'Neil whether The Charity Commission is happy to receive the accounts so late as they are only up to the end of last year. He said that the accounts need to be seen earlier next year.

Councillor O'Neil replied that they were only set up this year, prior to this they were submitted to Companies House.

Councillor Frost said that the Town Clerk would submit any questions to the Trustees.

Councillor G Boatman **PROPOSED** to **NOTE** the accounts.

This was **SECONDED** by Councillor M Boatman.

Concillor Marshall informed Members that she was not happy to accept the report until any questions raised had been resolved.

Members voted - 8 – FOR

3 – AGAINST

1 - ABSTENTION

Members **RESOLVED** to **NOTE** the accounts.

PR1784 REPORT OR THE TOWN CLERK – APPLICATION FOR FLEXIBLE RETIREMENT

Members were in receipt of the above report.

The Town Clerk informed Members that although the application was agreed in principle, clarification is required for the East Riding of Yorkshire Pension Fund that the application had been approved.

Councillor M Boatman **PROPOSED** to accept the application.

This was **SECONDED** by Councillor G Boatman.

It was **RESOLVED** to approve the application for flexible retirement in respect of the Operations Manager (Buildings and Related Services).

Meeting concluded at 8.07pm

*******END*******