

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 23rd May, 2019 commencing at 7.07pm.

PRESENT: Councillors Flynn (In the Chair), Bailey, Boatman, Bottomley, Harrison, Head, B Jeffreys, D Jeffreys, Marshall, Moiser, Moore, Rospin, Penn, Turner and Vause.

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

PR1820 **APOLOGIES**

Apologies for absence were received from Councillors Walker and Whitehead.

PR1821 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillor Moore declared a non-pecuniary interest in Agenda item 9.

PR1822 **MINUTES**

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 25th April, 2019 approved at Council on 16th May, 2019 be signed as a true record by the Chair (Councillor Frost).

This was **PROPOSED** by Councillor Head and **SECONDED** by Councillor Turner.

PR1823 **REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

A. Monthly Payments, April 2019

Councillor D Jeffreys queried the payment of £2416.00 for Rent Mission.

The Responsible Finance Officer (RFO) informed Members that this is the payment of rent to the Mission Hall (formerly the Gate).

Councillor Turner Queried the payment of £1262.55 to Fisher Security Ltd on the 23rd April. He asked the RFO to provide him with an itemised invoice.

The RFO stated that she would provide one for him following the meeting.

Councillor D Jeffreys asked whether Fishers had followed the correct process.

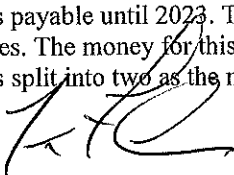
The RFO informed Members that correct procedure had been followed with purchase orders raised.

Councillor Head asked the RFO about an amount of £641.00 for the Market.

The RFO replied that this is the Monthly Business Rate. She explained that this would have to be paid even if the Market is empty.

Councillor Penn queried three amounts paid to Fishers.

The RFO informed him that the £1,172.84 is payable until 2023. This is for arrears caused by failing to apply the cost of living increase to monthly invoices. The money for this is held in Reserves until required. The other two amounts are one payment which is split into two as the maximum daily limit is 10,000.00 per transaction.



Councillor D Jeffreys **PROPOSED** that Members **APPROVE** the schedule of payments for April, 2019.

This was **SECONDED** by Councillor Moore.

It was **RESOLVED** to **APPROVE** the schedule of payments for April, 2019 totalling £94,100.38.

B. 2018/19 Income & Expenditure to 31st March 2019 & 30th April 19

Members are requested to note the report

Councillor Head **PROPOSED** that Members **NOTE** the report.

This was **SECONDED** by Councillor D Jeffreys.

It was **RESOLVED** to **NOTE** the report.

C. Audit Notice for the year ending 31st March 2019

Members are requested to note the report.

Councillor Moore **PROPOSED** that Members **NOTE** the report.

This was **SECONDED** by Councillor Boatman.

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

D. Annual Governance and Accountability Return (AGAR) for the year ending 31st March 2019

Members are requested to consider the Annual Governance Statement (Section 1 of the AGAR) for the year ended 31st March, 2019, for formal approval at Full Council on 6th June, 2019

Councillor Moore **PROPOSED** that Members **NOTE** the report.

This was **SECONDED** by Councillor Boatman.

It was **RESOLVED** to note the report.

E. Annual Return for the year ending 31st March 2019

Members are requested to **APPROVE** the Accounting Statements (Section 2 of the AGAR) for the year Ended 31st March, 2019 for formal approval at Full Council on 6th June, 2019.

F. Asset Valuation Policy

Members are requested to set an asset valuation policy at acquisition cost.

Councillor Head **PROPOSED** to approve.

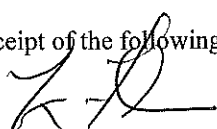
This was **SECONDED** by Councillor Penn.

It was **RESOLVED** to approve.

PR1824

REPORT OF THE ARTS & LEISURE MANAGER – ESTABLISHMENT OF ENVIRONMENTAL TASK GROUP

Members were in receipt of the following report



The Arts & Leisure Manager (ALM) introduced himself to new Members and extended an invitation to meet the team and learn more about Junction and the Arts Programme.

He informed Members that more needs to be done locally and nationally regarding environmental issues. He is asking Members to consider establishing an Environmental Task group within Junction and the wider Council. He has put together a list of suggested people to take part in this group and is asking that two Councillors be nominated to join it.

Councillor Head **NOMINATED** Councillor Harrison and Councillor Moiser to sit on the group.

It was agreed that Councillors Harrison and Moiser would sit on the Environmental Task group.

PR1825

REPORT OF THE ARTS & LEISURE MANAGER – BONFIRE NIGHT EVENT 2019

Members were in receipt of the following report.

The ALM informed Members that the report had been written jointly with the RFO. He wanted to highlight to new Members that there has been no budget for the past two years. He explained that in 2017 the event made a loss, in 2018 a profit was made. He said that it is an expensive event to hold and in case of bad weather there could potentially be no money taken at the gate. Last year nearly £7,500.00 was taken at the gate. This in turn meant that more staff were required at the gate.

Councillor B Jeffreys informed Members that she had concerns regarding not going ahead with the bonfire. She said that this was a safe way of using fireworks and a good social community event which also deters people setting off fireworks in gardens. She proposed that the bonfire should continue.

A discussion took place regarding the event with Councillor Moore stating that he would second Councillor B Jeffreys proposal. He said that people enjoy the event which was initially started for the safety of the public.

Councillor Head stated that the staffing costs are not easily quantified and public money is being spent on the event. This means that when a loss is made the tax payer is subsidising it. She said that while it would be a shame not to go ahead with the bonfire £15,000 needed to be found. She explained that the ALM needed an answer immediately in order to plan for the event. She had concerns that there is no budget for the event and regarding Health and Safety. She informed Members that there is also an Admin charge of £150 for the road closure.

The RFO informed Members that the Budget for this year is set and there is nothing set for the Bonfire

Councillor Penn asked how many people attended the event last year.

The ALM informed Members that 5,782 people attended the event in 2018. He said that the cost of the event for advance tickets was £10 for a family ticket. The price on the gate was £4 per person.

Councillor Penn stated that it would be a big blow to Goole should the bonfire not go ahead. He said that a plan should be put together for the budget and increasing revenue for next year.

Councillor Raspin said that he agreed with Councillor B Jeffreys and Councillor Penn that the event should go ahead.

He stated that this is a huge event for families and the money needs to be found in order for it to happen.

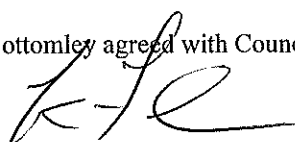
Councillor Bottomley suggested increasing the price to £5 per ticket in order to cushion any loss. He asked whether the price for the fireworks is set.

The ALM replied that the cost last year was £8,000. This could be altered however if we pay less we get less. At this point the ALM asked the Chair for a decision to be made as to whether the event is to go ahead.

The ALM stated that more Staff would be needed at the gate to deal with the number of people.

Councillor D Jeffreys said that Councillors could volunteer to provide additional staffing for the gate in order to cut costs.

Councillor Bottomley agreed with Councillor Jeffreys that Councillors could volunteer at the gate.



The ALM informed Members that this would make a saving particularly on Staffing costs, in previous years we have however been let down by volunteers.

Councillor Penn said that while a decision needed to be made that evening there was a question about the Budget.

Councillor Moore informed Members that although there may be a shortfall, the benefit to the Community far outweighs that. He explained that this used to be a free event but the charge was applied as there is such a large attendance.

A further discussion took place regarding marketing the event, advertising on social media etc

The ALM explained that the event is advertised however there is no real need as it has a good reputation.

Councillor B Jeffreys **PROPOSED** that the Bonfire Event should go ahead.

This was **SECONDED** by Councillor Moore.

It was **RESOLVED** that the Bonfire Night Event 2019 go ahead.

PR1826

REPORT OF THE OPERATIONS MANAGER (AMENITIES) – KENT ROAD PLAYING FIELD REFURBISHMENT REQUEST

Members were in receipt of the following report.

The town Clerk informed Members that should this be successful funding could be gained. He said that this is one of the Council's oldest playgrounds.

Councillor Head asked what refurbishment is required and at what cost.

The Town Clerk informed Members that Groundworks would secure the grant for a 10% fee. The remainder of the money would be spent on the refurbishment. There would be no cost to the Council.

Councillor Harrison informed Members that she has a vested interest in this as she lives near the playing field. She has been speaking to an ex teacher who shares her concerns regarding safeguarding should the public be allowed to use the amenities alongside the children. She explained that many of the houses along Kent Road have gates opening into the playground. She has experience in Child Protection and Safeguarding and suggests fencing off an area for children. The Head Teacher at the School welcomes Councillors to take a look.

Councillor Head asked about the gates into the playing field.

Councillor Harrison explained that they were in private gardens and had no permission.

The Town Clerk explained that householders have no right to put gates into the field. He said that letters could be sent to them.

It was agreed that Councillors should visit the site as action needed to be taken.

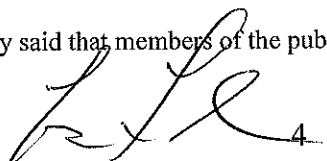
Councillor Moore said that there is a commonality with the grounds at Parkside School where householders gates open onto the field. This had been seen as a safeguarding issue and was resolved by fencing off the area.

A discussion took place regarding installing a fence as part of the refurbishment.

The Town Clerk informed Members that this could be an issue as public funding is being used, the play area will be available for use by the public.

Councillor B Jeffreys stated that as this is in her ward she could assist Councillor Harrison and they could look into it together.

Councillor Bottomley said that members of the public would have to walk round if the area were to be fenced off.



It was agreed that Councillor Harrison and Councillor B Jeffreys would pursue the matter further and the Architect may be asked to redesign the plans.

PR1827

REQUEST FOR FINANCIAL ASSISTANCE – OLD GOOLE GALA ASSOCIATION

Members were in receipt of the above letter.

Councillor Head asked the RFO whether there was anything in the budget to assist with the request.

The RFO informed Members that there is £2,000 in the Budget for this. £1,700 is normally given with £300 being kept back as retention.

Councillor Head **PROPOSED** that financial assistance be given as in previous years.

This was **SECONDED** by Councillor Marshall.

It was **RESOLVED** to provide financial assistance to Old Goole Gala Association.

PR1828

REPORT OF THE TOWN CLERK – WEST PARK CAFE

The Town Clerk informed Members that a meeting was taking place with the Trustees on the following Wednesday.

Councillor Turner questioned why it had taken over 30 days to arrange a meeting.

The Town Clerk explained that it had not taken that long, they had been in dialogue with the Trustees and this was the first opportunity all could make a meeting.

A discussion took place regarding the value of the goods in question with Councillor Head stating that no decision could be made at the meeting.

The Town Clerk reassured Councillors that no decisions would be made.

Councillor Head said that we are looking at just under £6,000. The goods need to be replaced or the value paid. We will not be accepting a derisory offer.

Councillor Moore stated that the dispute is bringing the Authority and The Moorlands Centre into disrepute.

Councillor Boatman stated that we do not know what was left after the school left the Café. She said that the value of an item 20 years ago would not hold the same value now.

Councillor Moore informed Members that he has contacted an Independent Person to investigate the matter.

Councillor Marshall said that an external body was unnecessary as The Town Clerk, RFO and Finance Assistant were looking into the matter.

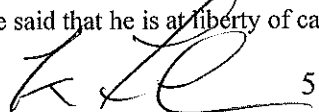
Councillor Head stated that this is not our doing and we wish no harm to the Moorlands Centre. There is however, a large amount of Council property unaccounted for and a respectable offer is needed to replace this.

Councillors discussed the terms of the Contract which states that any items broken should be replaced therefore, the inventory should be as it was when the Moorlands Centre took over.

Councillor B Jeffreys expressed concern that Councillor Moore had taken it upon himself to contact an Independent Person. She asked whether The Town Clerk and RFO were aware of this.

The Town Clerk replied that he was aware and that this was common practice. He explained that he had been copied into the email.

Councillor Moore stated that the residents of Goole should be aware of what is happening and that the matter needs resolving. He said that he is at liberty of calling someone in to look into the matter.



Councillor D Jeffreys informed Members that they should await the reports from Councillor Moore and The Town Clerk and RFO then hopefully a compromise could be reached.

Councillors **RESOLVED** to note the report.

PR1829

REPORT OF THE TOWN CLERK – MARKET HALL

Members were in receipt of the above report.

The Town Clerk informed Members that he had compiled a brief report for the benefit of the new Councillors.

A discussion took place regarding the cost of breaking even if the Market were to stay open.

The Town Clerk informed Members that the Market is currently losing £50,000 per year. It would need an extra £150,000 plus to break even.

Councillor Penn asked whether the café is still paying rent.

The Town Clerk explained that a meeting would be taking place the following week regarding the signing of the new premises for the café owner.

Councillor Penn asked whether anyone had come forward for the market.

The Town Clerk explained that no one had shown interest in the market and the lease continued until 2020.

Councillor Head stated that the Council does not want to sell the market.

Councillor Turner informed Members that he would be attending the next Civic Society meeting. He said that The Society had some ideas for the building. He asked about charges.

The Town Clerk replied that the biggest cost is staffing.

Councillor Bailey said that £160,000 for overhead costs is a great deal of money. He said that it was a shame to see a big building remain empty however, it is costing the taxpayer to keep it for the sake of keeping it. Councillor Bailey informed Members that many other towns including Barnsley and Doncaster have changed how their Markets run, with good results. Moving forwards he said that a Market down the precinct could be an option.

The Town Clerk informed Members that there is no funding for the Market.

Councillor Head stated she is concerned that Goole's history and heritage are being lost. The Market is in a conservation area which should not be ignored. She said that there is a danger that ERYC will sell to a developer and the market could be turned into flats. She said that a new use should be found for the building. The Civic Society are also keen to keep the building open.

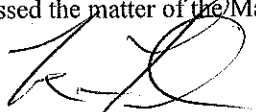
A discussion took place regarding different uses for the building such as an art gallery, Function room, Wedding venue and small shops such as boutiques.

Councillor Head informed Members that she intends to write to the ERYC to appeal for help. She is going to ask about the possibility of Goole Town Council being given the building rent free for one year. She is aware that the ERYC have been given some funding and Goole have been named in the application.

Councillor Moore said that he agreed with Councillor Bailey. He said that a market five days a week in Goole was not sustainable. He liked the idea of a market down the precinct. He informed Members that he has approached ERYC and they will sell the building when the lease is up.

Councillor Jeffreys said that as we are stuck with the lease until 2020 and would have to pay legal fees to get out of it, another use should be found for it. He suggested that a Committee be formed to look into different options.

Members discussed the matter of the Market being in need of redecorating if it were to be kept open.



Councillor Moiser said that he never went into the market as it didn't look very appealing. He asked the cost of repairing it.

The Town Clerk explained that the building needed repainting, along with scaffolding costs £4,000 to £5,000 would be needed. He said that the traders had previously agreed to repaint the market but had not done so.

Councillor Harrison suggested involving the U Team who have recently completed decorating the subways.

Councillor D Jeffreys stated that as the Junction is so busy the market could be used as a useful overflow to accommodate the many dance schools and societies that use Junction.

The Town Clerk informed Members that Junction would love that but no money is available. The Arts Council do not recognise the cinema. He suggested talking to the Civic Society and forming a working party.

PR1830

REPORT FROM VICTORIA PLEASURE GROUNDS WORKING PARTY

Members were in receipt of the above report

Councillor Flynn informed Members that he was surprised to see that the Goole Times had reported that the VPG has been granted a further years lease.

The Town Clerk replied that a new lease has not yet been granted.

Councillor Head informed Members that a licence for one year was awarded to Goole Association Football Club (GAFC) which initially ran without problems. Since this report was written certain actions have not been taken. A Community Interest Company (CIC) has yet to be formed. This will give access to many funding streams.

The lease expires at the end of June and Councillor Head is requesting that Members await the next meeting to look at extending the lease.

It was agreed to **NOTE** the report.

PR1831

REPORT OF COUNCILLOR MARSHALL – PROPOSED EVENTS

Members were in receipt of the above report.

Councillor Marshall stated that there are many significant events such as D Day on the 6th June, taking place this year. As the Council has four people with connections to the British Legion she asked whether they could be contacted to ascertain whether they are planning anything for these events and whether the Council could join in with them.

Councillor Boatman informed Members that the British Legion cannot be political. She is there as a British Legion Member not a Councillor.

Councillor Moore stated that he would like consideration to be given to the Veterans of the nuclear testing who are fighting for compensation. He stated that it is time something is done to help them.

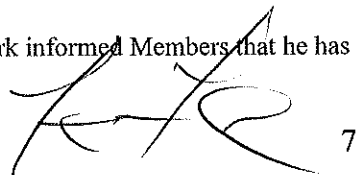
Councillor B Jeffreys informed Members that the Chairman of the British Legion is putting together a list of events.

Councillor Boatman informed Members that she normally looks after the Memorial on Normandy Way. She is however unable to do so for the 6th June. She has been unable to access the Memorial recently as the layby is no longer there making it difficult to get the required equipment there.

Councillor Moore agreed that it is difficult to access and relocation has previously been requested.

Councillor Marshall stated that she had spoken to the Town Clerk, asking for the Memorial to be cleared up in time for the 6th June Celebrations.

The Town Clerk informed Members that he has spoken to Goole in Bloom who are clearing the site.



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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.

PR1832

MONTHLY DEBTORS REPORT

Members were in receipt of the above report.

Councillor Head stated that the amount owed by Debtor C remains the same.

The RFO informed Members that from the 1st June a payment of £200 per month has been set up.

Councillor Turner queried whether interest would be paid as the debt is being paid over two years.

The RFO informed him that no interest would be paid as agreed at the previous P & R Meeting.

Councillor D Jeffreys queried the amount owed by Debtor D.

The RFO replied that this is due to a timing issue with the invoices. She stated that £1,523.61 had been paid that day.

The RFO also informed Members that Debtor F had made a payment of £1069.00 that day.

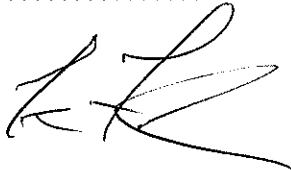
Councillor B Jeffreys informed Members that Debtor F send apologies for the delay in payment. They have been very busy due to staffing issues.

Councillor D Jeffreys asked whether Debtor B still owed the amount shown on the report.

The RFO replied that the amount owed could now have increased.

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

Meeting concluded 8.38 pm

A handwritten signature in black ink, appearing to be 'L. L.', is written over the line of asterisks.