

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 19th September, 2019 commencing at 7.53pm.

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

OFFICERS: Mr. B Robertson (Town Clerk)
Mr Charlie Studdy (Arts & Leisure Manager)
Ms Anne Bentley (Finance & Admin Assistant)
Mrs C. Brophy (Admin Assistant)

PR1860 **APOLOGIES**

Apologies for absence were received from Councillors Penn and Turner.

PR1861 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillor Bottomley declared an interest in Agenda item PR1874 as he is becoming a Trustee of the VPG CIC.

Councillors Raspin and D Jeffreys declared an interest in Agenda item PR1874 as they are Trustees of the VPG CIC.

Councillor Head declared an interest in Agenda item PR1874 as she is the interim Chair of the VPG CIC.

Councillor Whitehead declared an interest in Agenda item PR1874 as she is employed by the HSBC where The VPG CIC has opened a bank account. Her employment ceases on the 27th September.

PR1862 **MINUTES**

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 25th July and 15th August, 2019 approved at Council on 5th September, 2019 be signed as a true record by the Chair (Councillor Flynn).

This was **PROPOSED** by Councillor Moore and **SECONDED** by Councillor Moiser.

PR1863 **REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

(a) Monthly Payments – July, 2019 & August, 2019

Councillor D Jeffreys queried an amount of £729.15 paid to Fisher Security.

The Finance assistant stated that this is a direct debit for the maintenance contract.

The Town Clerk informed Members that the payment of £1172.84 to Fishers is for monitoring including arrears.

Councillor Flynn queried the amount of £504.00 for repairs to cash register.

The Finance assistant explained that this was for repairs to the West Park cash register which GTC is responsible for, for the first six months.

Councillor B Jeffreys **PROPOSED** that Members **APPROVE** the schedule of payments for July and August, 2019.

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

It was **RESOLVED** to **APPROVE** the schedule of payments for July, 2019 totaling £118363.49 and August, 2019 totaling £133392.38.

(b) Monthly Income & Expenditure – July, 2019 & August, 2019

Councillor Flynn queried the market expenditure and income.

The Finance assistant explained that the expenditure is payment of rent and the income is from the ice cream van. She informed Members that the next quarters rent is due on the 1st October.

A discussion took place regarding the closure of and rent still payable to the market.

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

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

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

(c) Monthly bank reconciliation & Bank statement July, 2019 & August, 2019

Councillor Moore **PROPOSED** that Members **APPROVE** the bank reconciliation for July, 2019 and August, 2019.

This was **SECONDED** by Councillor Boatman.

It was **RESOLVED** to **APPROVE** the bank reconciliation for July, 2019 and August, 2019.

(d) Notice of Conclusion of Audit

Councillor B Jeffreys **PROPOSED** that Members **NOTE** the report.

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

Members **RESOLVED** to **NOTE** the report.

(e) Car Boot Sale

The Finance assistant informed Members that the report has been written to advise Councillors of the need for an audit trail.

Councillor Head stated that she had been witness to the car park donation.

Councillor B Jeffreys stated that a paper trail is required when dealing with public money.

Councillor Head informed Members that a discussion had taken place with Councillor Raspin and it had been agreed that when the car boot money is paid in, £20 will be paid into the Mayor's Charity fund.

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

This was **SECONDED** by Councillor Moiser.

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

PR1864

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

Members were in receipt of the above report.

The ALM requested Members to set the ticket prices for this year's Bonfire Night event. He explained that a profit would be made if the same audience attended.

Councillor Bottomley stated that at a previous meeting it had been suggested that Councillors work on the gate as stewards, with a view to saving money.



The Town Clerk informed Members that the Councillors Bonfire Night report had been withdrawn.

The ALM stated that all volunteers are welcome and would be gratefully received. He informed Members that this would not however affect the cost. He said that any volunteers should contact him mid-October.

A discussion took place regarding expanding the sale of tickets to other outlets including the West Park café.

The ALM informed Members that this had been tried previously in West Park café and had been unsuccessful. The tickets would need bringing back to Junction for safety and audit reasons.

The Finance assistant informed Members that an audit trail is required.

Councillor Whitehead stated that there is a problem with the legalities of handling the money. She also said that there is a logistical issue.

It was agreed that tickets would only be sold at Junction and at the venue on the night.

The ALM also asked Members to confirm if they wish to offer the licence to operate the funfair to Mr Pete Harvey as previously which was offered at a charge of £1,000 inc VAT.

Councillor Head **PROPOSED** that ticket prices remain the same as last year and that the licence to operate the funfair be offered to Mr Harvey with an increase of 2%.

This was **SECONDED** by Councillor Moore.

It was **RESOLVED** that ticket prices remain the same as last year and that the licence to operate the funfair be offered to Mr Harvey at the same rate as last year plus 2%, £1020.00.

PR1865

**REPORT OF THE ARTS & LEISURE MANAGER – ADVICE FROM AUDITORIA SERVICES
ON RETRO FITTING OF HANDRAILS IN JUNCTION AUDITORIUM**

Members were in receipt of the above report.

The ALM discussed the report which suggested that this item be deferred until further details are available.

Councillor Head **PROPOSED** that this item is deferred until further advice is available and that Councillors **NOTE** the report of the ALM.

This was **SECONDED** by Councillor Moore.

Members **RESOLVED** to defer this item until further advice is available and to **NOTE** the report of The ALM.

The ALM left the room at this point.

PR1866

REPORT OF COUNCILLOR VAUSE – SOUTH PARK TOILETS

Members were in receipt of the above report.

Councillor Vause **PROPOSED** that the Operations Manager Amenities (OMA) provides an inspection report for the next Policy & Resources Meeting.

This was **SECONDED** by Councillor Moiser.

It was **RESOLVED** that the Operations Manager Amenities provide an inspection report for the next Policy & Resources Meeting.

PR1867

REPORT OF COUNCILLOR MOORE – ST. GEORGES GREEN PLAYPARK

Members were in receipt of the above report.

Councillor Moore discussed the report saying that the park is suffering from some anti-social behavior and damage to some of the equipment. Because of this Councillor Moore is asking whether a bid can be submitted

by GTC to The Goole Community Windfarm Trust.

Councillor Head queried the terminology in the report. She suggested that GTC only submit the bid if it is externally funded.

The Town Clerk stated that this is an East Riding facility not the responsibility of GTC. He asked whether the bid required match funding and who would be responsible for the monitoring costs of the cctv.

Councillor Moore asked about the cost of the camera on Western Road. He informed Members that meetings have taken place between residents and the Police, who are also concerned.

Councillor Head stated that the Police don't contribute and she does not think that GTC should.

Councillor Moore stated that the bid would be at no cost to GTC.

The Town Clerk said that there would be monitoring costs payable by ERYC. He also said that it could be expensive if a post was required. He expressed concern about putting a bid in for something which is not GTC's. He said that as part of the bid GTC would have to disclose that the park is not owned by the Council.

Councillor Head expressed concern that GTC could be liable for maintenance costs.

Councillor Moore agreed to speak to ERYC and ask questions regarding monitoring costs, maintenance and match funding costs.

PR1868

REPORT OF COUNCILLOR WALKER – PARK BENCHES – WEST PARK

Members were in receipt of the above report.

Councillor Walker discussed his report which is asking the Council to purchase two benches and site them in the corners of West Park playing field. He suggested that they could be purchased with money from the Car Boot sales.

Councillor Head stated that it had already been agreed to spend approximately £500 of the Car Boot fund on two drinking fountains. She said that a lot of money had been spent in West Park and some money would be spent in the South Ward.

Councillor Head said that people who asked to place benches in memory of loved ones were being told that there were enough benches already. She suggested that the Council accept the next request. She does not agree with the Council spending £400 each on two benches. She proposed moving one of the benches from the bowling green to the end of the playing field.

Councillor Bailey agreed that the existing benches be moved but had concerns regarding Bonfire Night.

Councillor D Jeffreys informed Members that he had spoken with the OMA who informed him that there are two spare benches. One of the benches is currently being renovated and could be sited there. He suggested that 'Men in Sheds' could help with renovating the bench.

The Finance assistant informed Members that there are two spare full size benches in the Market Hall which could be renovated.

Councillor Walker agreed that there is no need to spend money on benches when there are three available.

He **PROPOSED** speaking to the OMA on the issue and **AMENDING** the original proposal.

This was **SECONDED** by Councillor Head.

It was **RESOLVED** to discuss the issue further with The OMA.

PR1869

REPORT OF COUNCILLOR BAILEY – UPDATE ON GOOLE MARKET PROPOSAL

Members were in receipt of the above report.

Councillor Bailey updated Members on the Market proposal. He said that a meeting had been held where lots

had been sorted out. He had also spoken to Councillor D Jeffreys and they had looked at amending the plans slightly so the precinct could remain the same. He thanked Jacob from The Goole Times for all his support. He also thanked all those who had helped in any way. He said that it was hoped to start the Market at the beginning of the New Year.

The Chair, Councillor Flynn, thanked Councillor Bailey and the Working Party for all their hard work on the Project.

Councillor Head asked where the money to purchase the stalls was coming from.

Councillor Bailey informed Members that The Civic Society have indicated that they can get funding for the Market. Margaret Hicks-Clarke is very positive regarding funding coming into Goole.

Councillor Head asked about the possibility of holding a Christmas Market.

A discussion took place regarding a Christmas Market which was very positive.

The Finance assistant mentioned the Christmas Lights switch on where the various Charities have stalls down the precinct.

Councillor Whitehead informed Members that the Courtyard is holding a Christmas Market on the 8th December and asked about the possibility of working in conjunction with them.

Members **RESOLVED** to note the report.

PR1870 **REPORT OF THE TOWN CLERK – REMEMBRANCE DAY PARADE, 2019**

Members were in receipt of the above report.

The Town Clerk explained that this is the first year that GTC will have legal responsibility for the Remembrance Day Parade. The Royal British Legion will act as Facilitators.

He said that volunteers will be needed as Marshalls and to put out road closure signs etc. He asked for any volunteers to give him their contact details.

Councillor Whitehead informed Members that her Daughter is in the Army Cadets and she will look into the possibility of them volunteering also.

PR1871 **REPORT OF COUNCILLOR PENN – RIVERSIDE PAVILLION**

Members were in receipt of the above report.

In view of Councillor Penn being absent from the Meeting, it was agreed to defer this item until the next Policy & Resources Meeting.

PR1872 **REPORT OF THE TOWN CLERK – SQUIRRELS IN GOOLE CEMETERY**

Members were in receipt of the above report.

The Town Clerk informed Members that the cull of Squirrels in the Cemetery had never been suggested, this is a presumption being made due to the signs which have recently been placed in the Cemetery asking the public not to feed the Squirrels. He said that there has been lots of publicity surrounding this topic on the TV and Radio which all conclude that culling is not effective

It was agreed that Members **NOTE** the report and no further action be taken.

It was **RESOLVED** that the press and public be excluded for the following items 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.

PR1873 REPORT OF THE TOWN CLERK – SUB-LEASE OF THE MISSION HALL (THE GATE)

Members were in receipt of the above report.

Councillor D Jeffreys asked what steps have been taken regarding the Mission Hall and the former tenant.

The Town Clerk informed Members that GTC is currently assessing the cost of repairs prior to billing the former tenant. He said that should the bill not be paid it will be followed up by Money Claims On Line.

He informed Members that the prospective new tenant is well known in the area and appears genuine.

Councillor Head stated that she is unhappy that it is costing GTC £805 rent per month and the tenant will be paying significantly less. She said that GTC will still be responsible for maintaining the building and she would prefer the tenants rent to match the amount that we pay. She also asked how much notice the tenant would be required to give.

The Town Clerk stated that the amount of notice required is three months. He also said that the tenant would struggle to pay the amount suggested by Councillor Head.

Councillor Head informed Members that she would like to see evidence of negotiations to buy out of the lease.

The Town Clerk informed her that negotiations have taken place and the owner will not agree to a buyout.

Councillor Moore asked whether there would be a review at the end of the lease.

The Town Clerk informed Members that the building will be handed back when the lease comes to an end.

Councillor Head **PROPOSED** that the rent be set at £700 per month for the first six months and reviewed after this.

This was **SECONDED** by Councillor Walker.

It was **RESOLVED** that the rent be set at £700 for the first six months and reviewed following this.

PR1874 REPORT OF THE TOWN CLERK – VICTORIA PLEASURE GROUNDS COMMUNITY INTEREST COMPANY LICENCE

Members were in receipt of the above report.

The Town Clerk informed Members that the draft licence had been presented to to the VPG CIC Board and had been unanimously accepted subject to some minor amendments. He is asking Members to approve the amended licence.

Councillor Moore asked The Town Clerk whether a copy of the insurance schedule could be requested.

The Town Clerk informed him that a copy could be requested.

Councillor Moore asked whether all stakeholders have seen the draft licence.

The Town Clerk replied that they have all seen the draft licence.

Councillor Moore asked is it proberty for the Mayor to sign the licence when she is the Chair of the CIC.

The Town Clerk answered that legally the Chair has to sign the licence.

Councillor Moore asked who is going to sign the Licence on behalf of the CIC.

The Town Clerk stated that any two Trustees can sign the Licence.

Councillor Moore asked how the licence can be signed when the projected cash flow for the 12 month period is unknown. Also, what is the cash flow prediction should the football club relocate.

Councillor Head informed Members that they have already passed the draft Licence. They are now being asked to pass it again with the amendments. She said there is an extra clause in the Licence which states that 'The CIC continue to guarantee tenure to GAFC for all league fixtures.

Councillor Walker queried amendment 3c which states 'a CCTV system' not necessarily the existing one.

Councillor Head said explained that this gives flexibility to provide a like for like alternative.

Councillor Walker also queried amendment 4c which states that the Council pay for the Health and Safety Inspection. He asked whether this was normal practice.

The Town Clerk informed Members that he has clarified the issue with Peninsula and this is normal practice.

Councillor Head **PROPOSED** that Members **APPROVE** the amended Licence.

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

Members voted 11 - For
4 - Abstained

It was **RESOLVED** that Members **APPROVE** the amended Licence.

PR1875 **MONTHLY DEBTORS – JULY, 2019**

Members were in receipt of the above report.

Councillor D Jeffreys queried the amount of £3000.00 for Debtor E.

The Town Clerk informed Members that this is a contribution towards the camera outside Asda.

Councillor Head asked whether proceedings have started against Debtor G.

The Finance assistant informed Members that we are currently awaiting costs of repairs and replacing the floor. Proceedings will begin once costs are known.

It was **RESOLVED** to **NOTE** the Officers Report.

PR1876 **MONTHLY DEBTORS – AUGUST, 2019**

Members were in receipt of the above report.

Councillor Walker queried the minus amounts for Debtor A.

The Town Clerk stated that these are refunds of debts that we have been holding.

Councillor Head asked about the debt owed by Debtor C.

The Town Clerk informed Members that Debtor C is awaiting funding.

It was **RESOLVED** to **NOTE** the Officers Report.

Meeting concluded 9:05pm

