

Amended

GOOLE TOWN COUNCIL
POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 19th March, 2020 commencing at 7.12pm.

PRESENT: Councillors Flynn (In the Chair), Bailey, Bottomley, Harrison, Head, B Jeffreys, D Jeffreys, Moiser, Penn, Raspin, Turner and Walker.

OFFICERS: Mr. B Robertson (Town Clerk)
Ms. Stacey Norfolk (Responsible Finance Officer)
Mrs C. Brophy (Admin Assistant)

PR1927 **APOLOGIES**

Apologies were received from Councillor Boatman, Marshall, Moore, Vause and Whitehead.

PR1928 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

Councillor D Jeffreys declared a non-pecuniary interest in Agenda Item No. 11. He is a Trustee of the Green Team.

The Town Clerk declared a non-pecuniary interest in Agenda Item No. 11. He is Company Secretary of The Green Team.

PR1929 **MINUTES**

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 20th February, 2020 approved at Council on 5th March, 2020 be signed as a true record by the Chair (Councillor Flynn).

This was **PROPOSED** by Councillor Head and **SECONDED** by Councillor B Jeffreys.

PR1930 **REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

(a) Monthly Payments – February, 2020

Councillor Head **PROPOSED** that Members **APPROVE** the schedule of payments for February, 2020.

This was **SECONDED** by Councillor Penn.

It was **RESOLVED** to **APPROVE** the schedule of payments for February, 2020 totaling £93,559.84

(b) Monthly bank reconciliation & Bank statement, February, 2020.

Councillor Penn **PROPOSED** that Members **APPROVE** the bank reconciliation for February, 2020.

This was **SECONDED** by Councillor Moiser.

It was **RESOLVED** to **APPROVE** the bank reconciliation for February, 2020.



(c) Monthly Income & Expenditure – February, 2020.

Councillor Flynn asked The RFO about the £302,088 surplus saying that there is only one month to the year end.

The RFO informed Members that £100,000 is from the Heritage Lottery Fund. She had predicted £14,913 surplus. She explained that there was also a large amount of expenditure expected in the last month. The £100,000 is ring fenced for spending at the West Park and will be moved into Reserves.

Councillor Head **PROPOSED** that Members **NOTE** the report for the period ending 29th February, 2020.

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

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

PR1931

REPORT OF THE ARTS & LEISURE MANAGER – JUNCTION BUSINESS PLAN 2020/21

Members were in receipt of the above report.

The ALM informed Members that Jenna Holmes, our Arts Council Relationship Manager, sends her apologies. She was due to attend this evening, however; The Arts Council has stopped people attending events during the current situation.

He told Members that it is a funding condition of The Arts Council that Junction prepares a Yearly Business Plan. He explained that omitted from the Business Plan is the ongoing current situation due to Coronavirus. He and the RFO will need to do some serious work regarding income next year as there is currently no income. He told Members that The Arts Council is being very supportive and is suspending funding conditions for at least three months.

Councillor B Jeffreys asked whether Junction would be eligible for 100% rates relief.

The ALM stated that some areas of the building may qualify.

The ALM informed Members that The Arts Council published its new ten-year strategy, Let's Create, at the end of January 2020, at which point the business plan was being drafted. He said that GDPR affected Junction quite badly as mailing is not yet back to pre-levels. He explained that this has been a good year with the film programme doing much better than expected. He discussed Key Performance Indicators (KPIs) stating that we have a steady audience and that all KPIs are extremely positive including Community work, the Arts Mark and the Arts Award. He talked about the Creative Case for Diversity explaining that we are expected to provide a diverse programme suitable for a diverse audience. We also provide an accessible building.

The ALM informed Members that he would like to expand on Creative Case. While we achieved 'met' he would like to achieve 'well met' on the KPIs. One way of achieving this, he said, is by active discussion around Creative Case which can be minuted.

Councillor Head suggested a Working Party with The Arts team be set up.

The ALM said that a Working Party to discuss Creative Case is a good idea.

He went on to discuss succession planning informing Members that he intends to take early retirement from April 2021. He is giving plenty of time so that Councillors can start to sort out a replacement. He will submit his proposed retirement letter in September.

Councillor Turner said that he is sorry to hear that The ALM is retiring as he does a great job. He asked about the possibility of someone in-house taking on the role.

The ALM stated that another reason for the lengthy notice is to allow plenty of handover time. He said that The Arts Council will require a national advert to be placed. He said that a wide range of skills are required for the position. He suggested that the position be advertised early Autumn.

Councillor Head said that she would like to thank The ALM for all that he has done for Junction, and for all his

and his team's hard work. She wished him well for the future. She also said that a Working Party will be sorted out while he is still here.

Councillor Head **PROPOSED** that Members **APPROVE** the Draft Business Plan for Junction 2020/21.

This was **SECONDED** by Councillor Penn.

It was **RESOLVED** that Members **APPROVE** the Draft Business Plan for Junction 2020/21.

PR1932 **REQUEST OF COUNCILLOR RASPIN FOR GOOLE TOWN COUNCIL FACEBOOK PAGE – COMMENTS OF THE MARKETING OFFICER**

Members were in receipt of the above report.

Councillor Raspin informed Members that a GTC Facebook page will create transparency. Regular newsfeeds can be updated and the public will not be able to comment. The Marketing Manager says that it is not possible.

A discussion took place amongst Councillors regarding other Town/Parish Councils who have a Facebook page. These include Snaith, Rawcliffe and Airmyn.

Councillor Raspin stated that GTC needs a Facebook page. He said that the Marketing Officer could possibly administer it, meeting weekly with Councillors to agree content.

A discussion regarding the Marketing Officer took place. She is currently extremely busy due to the current situation, contacting people to manage refunds due to the temporary closure of Junction.

Councillor Head informed Members that ERYC would not recommend GTC having a Facebook page.

The Town Clerk said that ERYC has a Facebook page but has several IT people to run it. He would not advocate a Facebook page for GTC. He said that all necessary information is on the GTC website which was specifically designed to be used on mobile phones. He informed Members that there are links on the website for people to follow.

Councillor Head suggested that Councillor Turner get more evidence on the benefits of GTC having a Facebook page also allowing us to look at the pitfalls.

Councillor Head **PROPOSED** that this Agenda item be **DEFERRED** until a later date.

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

Members voted – For – 6
Against – 2
Abstained - 4

It was **RESOLVED** that this Agenda item be **DEFERRED** until a later date.

PR1933 **REQUEST OF COUNCILLOR VAUSE – DONATION TUBS**

Members were in receipt of the above report.

This item was **DEFERRED** to a future meeting as Councillor Vause was not in attendance.

PR1934 **REQUEST OF COUNCILLOR VAUSE – CONTINGENCY PLANNING FOR FLOOD OR OTHER SERIOUS EMERGENCY SITUATION**

Members were in receipt of the above report.

This item was **DEFERRED** to a future meeting as Councillor Vause was not in attendance.



PR1935 REQUEST OF COUNCILLOR TURNER – WATER SUPPLY AT WEST PARK

Members were in receipt of the above report.

Councillor Turner informed Members that he and The Operations Manager Amenities (OMA) have conducted a simple test at the West Park which concluded that the water flow rate may not be good. Yorkshire Water has been contacted. Yorkshire Water charge £159.60 to carry out a site visit and survey and to look at the cost of a new supply.

The RFO informed Members that there is enough money in West Park budget to cover this.

Councillor Turner **PROPOSED** that Yorkshire Water undertake a survey of the supply required to service the site.

This was **SECONDED** by Councillor Head.

It was **RESOLVED** that Yorkshire Water undertake a survey of the supply required to service the site.

PR1936 MAYOR'S CHARITY SHOW

Members were in receipt of the above report.

Councillor Head informed Members that she had been unaware that when a civic event is held at Junction, the Council has to pay for the hire.

She said that the Mayor's Show and the Civic Service are charity fundraisers. Currently over £100 has to be paid for hire.

The RFO informed Members that Staff costs have to be paid. They however are within the Mayor's budget.

Councillor Head stated that she held both of her functions at Junction to keep it 'in house' unaware that rooms have to be paid for.

Councillor Head **PROPOSED** that the use of the Auditorium for the current and all future Mayor's Charity Events be given free of charge.

This was **SECONDED** by Councillor Moiser.

It was **RESOLVED** that the use of the Auditorium for the current and all future Mayor's Charity Events be given free of charge.

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

PR1937 MONTHLY DEBTORS – FEBRUARY, 2020

Members were in receipt of the above report.

The RFO informed Members that following last month's meeting she requested information from Debtor A regarding profit and loss etc. She explained that Members had been given documents from Debtor A explaining the situation.

Councillor D Jeffreys stated that a culmination of events including bad weather, have greatly affected income.

The Town Clerk informed Members that a number of measures have been discussed. These include a loan which is not legally possible. Another possibility is that GTC purchases the £5,000 worth of equipment bought by Debtor A since they took over 1 year ago. This could be looked at as advantageous to GTC, reducing the debt if they leave.

A discussion took place regarding the delay with the planning application affecting Debtor A.

Councillor Head informed Members that it is not up to GTC to purchase the equipment. She talked about the issues with the previous tenants. She also expressed her concern that Debtor A is overstretching itself.

Councillor Bailey stated that there was a lot of public opinion last time and he is unsure that purchasing the equipment is the right thing to do.

The RFO informed Members that Debtor A (CIC) currently has a £4,000 loss and the Garden side £10,000 loss. She said that unless funding comes in they are trading insolvently. They have some big utility bills coming in for the winter period. The debt is currently at £6,400 and will rise from this figure by the year end. She told Members that nothing has been paid since November and she has informed GTC to stop carrying out repairs. Debtor A is continuing to pay staff wages.

The Town Clerk suggested that GTC offer assistance to Debtor A possibly helping them to look at their resources differently. He said they may need some guidance.

Members expressed their concern regarding the new building going ahead. The current situation with Coronavirus is affecting a busy time of year for Debtor A. With no revenue coming in the situation can only get worse.

Councillor D Jeffreys stated that GTC has always supported Debtor A asking where do we go from here?

Councillor Flynn suggested that Debtor A speak to GTC.

The RFO informed Members that Debtor B has been referred to Money Claims Online. She has however entered into an Individual Voluntary Arrangement (IVA) in March 2018. She is still liable for the debt.

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

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

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

Meeting concluded 8:22pm

