

GOOLE TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

Minutes of meeting held on 20th February, 2020 commencing at 7.25pm.

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

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

PR1921 APOLOGIES

Apologies were received from Councillor Raspin, Vause and Whitehead.

PR1922 TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE

There were no declarations of interest.

PR1923 MINUTES

It was **RESOLVED** that the minutes of the Policy and Resources meeting held on 23rd January, 2020 approved at Council on 6th February, 2020 be signed as a true record by the Chair (Councillor Flynn).

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

PR1924 REPORT OF THE RESPONSIBLE FINANCE OFFICER

Members were in receipt of the following reports.

(a) Monthly Payments – January, 2020

Councillor Turner queried the keyholding fee payable to Fishers asking what is happening with this.

The Town Clerk informed Members that this is currently being looked into.

Councillor Head questioned why Bradford Metropolitan is used for the purchase and storage of Christmas Lights.

The RFO informed Members that we now store our own lights but use this company for repairs.

The Town Clerk told Members that Bradford Metropolitan is a CIC and the cheapest place for repairs.

Councillor Marshall asked about the £11,994.37 for Talegate Theatre.

The RFO explained that Talegate had more performances this time.

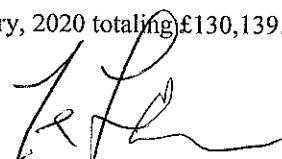
Councillor Turner asked how many people were completing the NEBOSH training.

The RFO answered that one person is.

Councillor D Jeffreys **PROPOSED** that Members **APPROVE** the schedule of payments for January, 2020.

This was **SECONDED** by Councillor Bottomley.

It was **RESOLVED** to **APPROVE** the schedule of payments for January, 2020 totaling £130,139.22.



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

Councillor Head **PROPOSED** that Members **APPROVE** the bank reconciliation for January,2020.

This was **SECONDED** by Councillor Moiser.

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

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

Councillor Moore **PROPOSED** that Members **NOTE** the report for the period ending 31st January 2020.

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

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

(d) Annual Review of Financial Risk & Management

Councillor Moore **PROPOSED** that Members have reviewed the risks and **APPROVE** the actions required.

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

It was **RESOLVED** that Members have reviewed the risks and **APPROVE** the actions required.

(e) Health & Safety Policy

Councillor Moore **PROPOSED** that Members **APPROVE** the Health & Safety Policy.

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

It was **RESOLVED** that Members **APPROVE** the Health & Safety Policy.

(f) Risk Assessment Policy

Councillor Moor **PROPOSED** that Members **APPROVE** the Risk Assessment Policy.

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

It was **RESOLVED** that Members **APPROVE** the Risk Assessment Policy.

(g) Fire Risk Assessments – Cemetery/West Park/Junction

Councillor Moore **PROPOSED** that Members **APPROVE** the above Fire Risk Assessments.

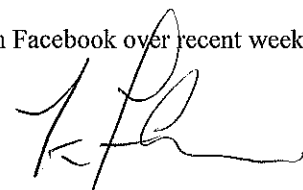
This was **SECONDED** by Councillor Moiser.

It was **RESOLVED** that Members **APPROVE** the above Fire Risk Assessments.

PR1925 PROPOSED REMOVAL OF PUBLIC PAYPHONES – CONSULTATION PROCESS

Members were in receipt of the above report.

Councillor B Jeffreys informed members that she has carried out a survey on Facebook over recent weeks. The results are now collated although the survey is not yet closed.



78 people commented; 59 people expressed an opinion.

28: Option 1 – Agree to removal of the payphone and box, as being no longer required.

14: Option 2 – Agree that the payphone can be removed, but ask to adopt the box so that it can be retained as a Local feature.

17: Option 3 – Object to the loss of the payphone.

Councillors discussed the findings of the survey and the financial implications of keeping and maintaining phone boxes for BT.

Councillor B Jeffreys agreed to pass the information to The Town Clerk to pass on to ERYC who will pass it on to BT.

Councillor Head thanked Councillor B Jeffreys for undertaking the survey.

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

PR1926 MONTHLY DEBTORS – JANUARY, 2020

Members were in receipt of the above report.

Councillor Head asked why Debtor A appears on the report twice.

The RFO explained that they are two separate companies.

Councillor Head expressed concern about the outstanding amount stating that she thought they were doing well and on track to pay GTC a share of the profits.

The RFO informed Members that initially Debtor A was paying a set amount for utilities. At the end of the six month period they were charged for utilities used. She said that they had been paying £400 per month and she has now asked them to pay £600 per month before the year end. When asked about profit sharing The RFO told Members that it was as yet unknown.

A discussion took place regarding the weather affecting footfall. The RFO was also asked about Debtor A's year end.

The RFO informed Members that they can go up to eighteen months until their trading year end. Following the Year end the RFO will invoice them for 10% of the net profit.

Councillor D Jeffreys asked if anything is being done regarding Debtor B.

The RFO informed Members that she has contacted Money Claims Online and is now awaiting a response. When asked will it cost GTC more to recover the debt, The RFO stated that it could cost another £100.

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

Meeting concluded 7:52pm

