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**GOOLE TOWN COUNCIL**

**POLICY AND RESOURCES COMMITTEE**

**Minutes of meeting held on 18<sup>th</sup> March, 2021 commencing at 7.18pm.**

**PRESENT:** Councillors Flynn (In the Chair), Bailey, Boatman, Bottomley, Harrison, D Jeffreys, Moore, Raspin, Turner, Vause and Walker.

**OFFICERS:** Mr. B. Robertson (Town Clerk)  
Ms. S. Norfolk (Responsible Finance Officer)  
Mr Charlie Studdy (Arts & Leisure Manager)  
Mr Graham Whitehead (Arts Programme Manager)  
Mrs C. Brophy (Admin Assistant)

**PR2020 APOLOGIES**

Apologies were received from Councillor B Jeffreys, Marshall, Moiser, Penn and Whitehead.

**PR2021 TO RECEIVE ANY DECLARATIONS OF INTEREST AND THEIR NATURE**

There were no declarations of interest

**PR2022 MINUTES**

It was **RESOLVED** that the minutes of the Policy and Resources Meeting held on 18<sup>th</sup> February, 2021 approved at Council on 4<sup>th</sup> March, 2021 be signed as a true record by the Chair (Councillor Flynn).

This was **PROPOSED** by Councillor Turner and **SECONDED** by Councillor D Jeffreys.

**PR2023 REPORT OF THE RESPONSIBLE FINANCE OFFICER**

Members were in receipt of the following reports.

(a) Monthly Payments – February, 2021

Councillor Raspin questioned the payment of the annual fee to Ticketsolve as the Theatre has been closed.

The ALM explained that Ticketsolve is the box office booking system. The annual fee has to be paid, however, all booking fees have been waived. He informed Members that the licence fee is considerably less than other booking systems.

Councillor Raspin asked about the payment of £286.80 to Swegon.

The RFO answered that this is for the aircon maintenance.

Councillor Turner queried the payment of £1,611.07 to Kubota Repairs.

The RFO informed Members that this is payment for repairing the clutch on the tractor which is used at the park and cemetery.

Councillor Turner also asked about the payment of £90.19 for defibrillator pads.

The RFO explained that they had gone out of date and needed replacing.

Councillor Flynn asked the RFO about the van purchases.

The RFO explained that the two existing vehicles were part exchanged for £14,500 therefore the cost for two new vans is only £6,000.

Councillor Turner **PROPOSED** that Members **APPROVE** the schedule of payments for February, 2021.

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

It was **RESOLVED** to **APPROVE** the schedule of payments for February, 2021 totaling £132,185.11.

(b) Monthly bank reconciliation & Bank statement – February, 2021.

Councillor Turner **PROPOSED** that Members **APPROVE** the bank reconciliation & bank statement for February, 2021.

This was **SECONDED** by Councillor Bailey.

It was **RESOLVED** to **APPROVE** the bank reconciliation & bank statement for February, 2021.

(c) Monthly Income & Expenditure – February, 2021

Councillor Walker **PROPOSED** that Members **NOTE** the report for the period ending 28<sup>th</sup> February, 2021.

This was **SECONDED** by Councillor Bailey.

It was **RESOLVED** to **NOTE** the report for the period ending 28<sup>th</sup> February, 2021.

PR2024

**REPORT OF THE ARTS & LEISURE MANAGER AND ARTS PROGRAMME MANAGER –  
JUNCTION BUSINESS PLAN**

Members were in receipt of the above report

The ALM informed Members that he has reviewed and supported the APM with the Business Plan which is his first main piece of work, he then handed over to the APM to present the Business Plan.

Councillor Flynn welcomed the APM.

The APM informed Members that the main authors of the Business Plan are the ALM, Marketing Manager, Youth & Community Arts Coordinator and himself. He said that it captures a sense of the road map to reopen Junction and the various scenarios following covid. He told Members that when approved by the Council the Business Plan has to be sent to the Arts Council by the end of the month. As the other major funder, the Arts Council has a new strategy Let's create. As an NPO (National Portfolio Organisation) of Arts Council, we are required to demonstrate how our work at Junction aligns with the investment principles laid out by the Arts Council.

The APM stated that we are required to do more work over the coming year. A Business Plan for 2022/23 is due this Summer and an NPO application is due at the beginning of 2022. More engagement with Councillors will take place throughout this year as they need to understand the investment principles, how they work and what is required.

Councillor Moore thanked the APM and his team for all their hard work with the Business Plan. He also thanked the ALM for his tremendous service and sterling work throughout his many years at Junction. Junction is he said, a major success for the local area and beyond.

This was echoed by Councillor Flynn who expressed his gratitude to the ALM.

The ALM informed Members that he has been with the Council for twenty-seven years. He thanked the team for all their support and stated that Junction has been the highlight of his career.

Councillor Moore **PROPOSED** that Members **APPROVE** the Business Plan 2021/22

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



It was **RESOLVED** that Members **APPROVE** the Business Plan 2021/22.

**PR2025** **REPORT OF THE TOWN CLERK – ITEM REFERRED FROM AMENITIES WORKING PARTY  
10<sup>TH</sup> MARCH, PROPOSED CYCLE TRACK AT WEST PARK**

Members were in receipt of the above report

The Town Clerk informed Members that this item was originally discussed at the first Amenities Working Party where it was suggested that this could be part of next year's Capital programme. He said that a feasibility study will need to be undertaken and seeks Members views on whether a consultation exercise should take place. This could be done via social media, the local newspaper and the website.

Councillor Moore informed members that in the past, school children were invited in to discuss what they would like to happen. This was a tremendous success.

The Town Clerk informed Members that this could go to the Full Council or Policy & Resources Meeting. He agreed with Councillor Moore stating that a similar exercise took place in schools when designing the BMX track.

The RFO informed Members that there is only £16,000 in the Capital Budget. Should this project go ahead it will have to be match funded.

The Town Clerk informed Members that prior to any decisions being made, an estimate of cost would be required. When asked whether charity events could be held towards the cost, the Town Clerk stated that they could be following the consultation process.

Councillor Raspin **PROPOSED** that a consultation exercise be undertaken to establish demand and possibly include this as a future capital project.

This was **SECONDED** by Councillor Turner.

It was **RESOLVED** that a consultation exercise be undertaken to establish demand and possibly include this as a future capital project.

**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.**

**PR2026** **MONTHLY DEBTORS – FEBRUARY, 2021**

Members were in receipt of the above report

The RFO informed Members that Debtor A's debt has doubled due to utility bills being issued. They had made a payment prior to this.

The RFO said that she has received an update on Debtor B. A warrant of control to seize goods has been issued. She has paid £582.00 however she still owes £1000.00. The RFO has asked for a response by next Wednesday, failing this we will continue with the warrant of control to seize goods to obtain the remainder of the debt.

The RFO has tried emailing and telephoning Debtor C many times as this debt needs paying before the year end. They have asked for more paperwork which has been sent. The problem seems to be with authorisation as people are currently working from home.

The Town Clerk informed members that £260,000 from the Towns Deal Board had been received by the Council the previous day.

**Meeting concluded at 7.45pm**

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