

MINUTES OF A MEETING OF THE FINANCE AND SCRUTINY COMMITTEE
Held in the Council Chamber, Council Offices, Monday 14th January 2019 at 7.00pm

PRESENT:

Councillors: S Hirst (Chair), S Ball, J Easterbrook, K Painter, A Walsh and J Williams

Observers: Councillors D Creed and N Ind

Officers: S Holley (Town Clerk)

Members of Public: Three

FS01. 1/19 Apologies for absence:

Received from Councillor R McCorkell.

FS02. 1/19 Public Consultation:

(a) Mr Colin Pearce asked as to the justification for the Council planning to spend £32,000 on CCTV when only two or so crimes occurred in the town centre each month. Mr Pearce felt the Council should re-consider employing a Town Warden.

(b) Mr Steve Bradford stated that he had some misgivings about CCTV in general; he felt that the only solution was a more visible Police presence, because the proposed CCTV scheme would cover only the town centre. It would set a precedent for CCTV to be requested elsewhere in the town and could simply push some offences out of the coverage area. Mr Bradford felt it would be cheaper simply to put up more street lights.

FS03. 1/19 Declarations of Interest:

Agenda/Minute Item 9 – Councillors Easterbrook and Ball both declared an ‘Other’ interest in the item to consider Financial Support to the Dolphins Hall in that they had both been appointed by the Council to serve on the Dolphins Hall Management Committee.

FS04. 1/19 Minutes:

The Minutes of the meeting held on 12th October 2018 were approved as a correct record.
Record of Voting: For – 3, Against – 0, Abstentions – 3, Absent/Apologies – 1.

FS05. 1/19 Action points arising from the minutes:

The circulated report on action taken since the last meeting was NOTED and the following actions were AGREED:

(a) FS14. 06/16 – Coombe House – This could be deleted from the list as the building was now in use as the Council’s Community Hub.

(b) FS10. 01/17 – Emergency Plan – Councillors Ball and Walsh would progress this with the Deputy Clerk.

(c) FS12. 4/18 – Defibrillators – The Committee was pleased to note that District Councillor Heaven and Stevenson had endorsed applications for match-funding (£625 each) to install public access defibrillators on the outside walls of the Goods Shed and the Football Clubhouse at the Recreation Ground. The Committee noted that the ‘blue token’ collection at Tesco was expected to result in further funding that could allow for one or two more defibrillators for the town: one on the outside of St Mary’s Day Care Centre and one at the Football Clubhouse at Preston Park. District Councillors Heaven and Stevenson had been in discussion on match-funding. The Committee supported the principle of installing defibrillators these two sites, but any match-funding from the Town Council had yet to be considered.

FS06. 1/19 Payments for January and Bank Reconciliation for December 2018:

(a) The Committee unanimously APPROVED the following schedules detailing receipts and payments for January (Month 10):

Town Council Receipts	£
Town Council Payments	Nil
Visitor Information Centre Receipts	19,972.34
Visitor Information Centre Payments	Nil
Credit Card Payments	2431.45
Credit Card Receipts	Nil
	595.99

(b) The Bank Reconciliation dated 1st December 2018 was NOTED (Total Balances - £396,429.70). The Committee also noted the balances of the Council's Earmarked Reserves

FS07. 1/19 Accounts for 2018/19 – Income and Expenditure (Month 6):

The Committee NOTED the report and Officers amplified aspects thereof in response to members' questions. The Committee noted that the budgetlines for CCTV (£15,000) and for the Wild Towns Project (£10,000) were unlikely to be called in until the next Financial Year. The Committee also noted that an entry for a potential grant of £8,000 to support a Junior Youth Club had not been approved by the Council when it set the Budget, it was a recommendation that had not been adopted. Together, these three items freed a total of £33,000 of funding for the remainder of the year (addressing any possible concerns about sufficient funds for the year end), but £22,000 approved when the Council set its Budget (as interest on a possible £500,000 bridging loan to support the Dolphins Hall) appeared not to have been entered onto the RBS accounting system. The Town Clerk/RFO was requested to talk to the Internal Auditor on how to deal with these anomalies. Unanimous.

FS08. 1/19 Grant Request – Tetbury Area Youth and Community Trust (Youth Club):

As the Youth Club had not sent a representative, this application for a 'top-up' grant of £3,500 was not considered in detail. It was AGREED that the application should be referred to the Council for consideration on 28th January 2019. The Committee noted (i) that the Council had previously indicated that it would be sympathetic to a request for a top-up grant and (ii) that the Council had allocated £9,450 of grants in 2018/19, against a Budget of £8,000. Despite that, there was the possibility of taking up to £3,500 from the £38,912 remaining in the Earmarked Reserve for Pre-School Provision, with the residue to be returned to the General Fund. It was noted that the application was for top-up funding to support mentoring to cover "a whole range of mental health issues" and Officers were requested to find out why the County Council could not pay, given that mental health was within its remit. Also, while the application referred to training, would it be specifically for dealing with mental health issues?

FS09. 1/19 Financial Support for the Dolphins Hall (Update):

Mr Jamie Ponting was present to represent the Dolphins Hall Management Committee (DHMC) and explained that a series of Public Consultation events and online consultation showed overwhelming support for the new Committee's proposal for a phased development costing £1.4million to £1.5million (Phase 1 – move the Youth Club from the Pod into the main hall, build a new 'youth and Sports Complex' on the site of the Pod, demolish the existing football pavilion. Phase 2 – build a new Community Hall next to the Recreation Ground. Phase 3 – demolish the existing Hall and build landscaping to the front). Mr Ponting explained that, as a 'last resort' the DHMC would consider selling a small amount of land to provide an estimated £150,000 to £200,000 income – but this was not the Committee's preferred course of action and it would have to be subject to community consultation and approval and also approval by the Charity Commission. Phase 1 would be funded by S106 monies and the balance of the £225,000 Youth and Community money (estimated to be £180,000 to £190,000) which was currently the subject of investigation. Some members expressed concern that all current funding was being allocated to Phase 1, benefitting Youth and Sports rather than the Hall itself. Mr Ponting was asked when DHMC expected to require the Council's offer of up to £100,000 (Minute TC19. 07/18 of 23rd July 2018 referred) and he explained that the Committee did not envisage need of financial support from the Council in 2019/20. Instead, it would like the Council to commit to holding the offer open for Phase 2, for payment in 2020/21. In view of the above, the Committee resolved to RECOMMEND to the Council that the offer of up to £100,000 be re-affirmed subject to (a) payment not being called for until 2020/21 and (b) the payment being used solely to support development of the main Community Hall. Mr Ponting agreed that the

DHMC could give a presentation of its plans to a future meeting of the Council. Record of Voting: For – 4, Against – 0, Abstentions – 2, Absent/Apologies – 1.

FS10. 1/19 CCTV – Recommendation for final decision on Budget Allowance:

The Committee was requested to consider a way forward for the CCTV project or an alternative use for the £15,000 budgeted for 2018/19 and planned for 2019/20. It was noted that Mr Roger Hardiman had supplied a report outlining four options (1 - Pan, Tilt and Zoom cameras linked to the Police CCTV Control Room in Quedgeley costing between £65,000 and £75,300, plus £4,500 per annum; 2 – Static Cameras with no link, costing between £38,000 and £48,000, plus £3,000 per annum; 3 – Automatic Number Plate Recognition (ANPR) cameras with a link to the CCTV Control Room; 4 – ANPR cameras without a link). It was noted that the Council had previously committed to Mr Hardiman's initial consultancy costs of £3,475. Councillor Mitchell was present and presented a report proposing an alternative scheme; a full-time Town Warden equipped with a Police standard mobile CCTV system. This scheme would cost £3,000 to pilot for six months and a further £14,000 for the first year (assuming the Police and Crime Commissioner would still support the Council with 50% funding), with the full cost of around £28,000 to £30,000 falling to the Council in subsequent years. The Committee resolved to RECOMMEND to the Council: (1) That the current CCTV scheme approved for 2018/19 and 2019/20 be cancelled and the £15,000 allocated in the 2018/19 Budget be returned to the General Fund to bolster the Council's accounts for the last two months of the present Financial Year; (2) that the Council put together a Working Group charged with researching an appropriate Crime Prevention project to replace the current CCTV scheme, whether that be another (cheaper) CCTV scheme or an alternative such as a Town Warden scheme; (3) that the recommendations of the Working Group be put to a Public Meeting; and (4) that a figure of £20,500 be allocated in the 2019/20 Budget for Crime Prevention (*N.B. re-titling the CCTV Budget line*). The Committee noted the comments made by two residents in the Public Session and there was some agreement that improved street lighting might be helpful.

FS11. 1/19 – Budget-Setting Process for 2019

The Committee was requested to note progress with preparing the Council's Budget and Precept for 2019/20, to consider major projects for inclusion, and to agree the next steps. The following was RESOLVED: (i) That Officers be requested to repeat the Budget layout/presentation for 2018/19 (i.e. on an Excel spreadsheet) in preparing the Budget for 2019/20 in preference to reverting to the RBS Omega system used in previous years; (ii) that the Heritage and Regeneration Committee's estimates for 2019/20 be noted; (iii) that the list of major projects for inclusion in the Budget be noted for further development; (iv) that the Council be recommended to consider holding a Budget Consultation Meeting for the public; and that (v) that, in view of a number of significant projects awaiting final figures or estimates – and the possible Budget Consultation Meeting - the Council makes its final decisions on the Budget and Precept at the meeting of the Council to be held on 28th January 2019. Unanimous.

FS12. 1/19 Correspondence:

(a) District Councillor Maggie Heaven had copied the Clerk into her discussion with Tetbury Town Football Club on the possible installation of a defibrillator at Preston Park. This would be progressed with a view to using District Councillor Tina Stevenson's remaining funding for defibrillators.

(b) The Pensions Regulator had written to explain that, every three years, employers had the legal duty "to assess and re-enrol eligible staff who had left the workplace pensions scheme". Officers would discover whether this referred only to present staff who may have left the scheme while still employed by the Council.

(c) Tetbury Rail Lands Regeneration Trust had written to explain that the Trust had successfully bid for funding from Heritage Lottery to enable a project and permanent exhibition at the Goods Shed and surrounding park that the Trust had entitled 'Railway Memories'. Part of the project was to install four display and information boards to mark the

site of the significant railway buildings on the site, now demolished, such as the Station. The Committee was generally supportive, but felt that the Council should be provided with more information on the size of the proposed display boards, ideally supported with a plan showing their proposed locations.

(d) The Gloucestershire Association of Parish and Town Councils (GAPTC) had written to advise that three parish and town councillors had put themselves forward for election to the GAPTCs Executive Committee. The email would be circulated to all members giving them the opportunity to submit votes through the Town Clerk.

FS13. 1/19 Brief Councillor Reports:

None.

FS14. 1/19 Agenda items for future consideration:

(i) Developing the Council's Budget for 2019/20 (following the Council expected approval of the Precept (only) on 28th January 2019 (ii) reviewing/revising the Council's Code of Conduct, with particular attention on handling 'Other' interests.

FS15. 1/19 Date and time of the next meeting:

11th January 2019 – NOTED.

FS16. 1/19 Exclusion of the Public and Press to allow discussion of Confidential business:

It was RESOLVED that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following item of business on the grounds it involved the likely disclosure of confidential information (as defined in paragraphs (1) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

FS17. 1/19 Confidential Minutes of the Meeting held on 12th November 2018:

(a) APPROVED as a correct record. Record of Voting: For – 3, Against – 0, Abstentions – 3, Absent/Apologies – 1.

(b) Confidential – Councillor Matter. The Mayor and the Chairman of the Committee would draft the outstanding statement required to close the matter.

The Meeting closed at 9.10pm

Chairman Dated