

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 22 August 2017 at 6.15pm.

Present: Councillors Glendinning (Chairman), J. Bartrum, Fuller, Jones, Oliver & Peacey-Wilcox.

In attendance: Debbie Faulkner, Town Clerk.

197 APOLOGIES FOR ABSENCE

No apologies for absence were received.

198 DECLARATIONS OF INTEREST

No declarations of interest were received.

199 MINUTES

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 18 July 2017 be taken as read, approved as a correct record and signed by the Chairman.

200 FINANCIAL STATEMENT AS AT 30 JUNE 2017

The Town Clerk submitted a financial statement for the first quarter of the financial year giving details of income and expenditure. The balances in the Town Council's bank accounts and petty cash as at 30 June 2017 were £523,332.66 of which £179,613.77 is ring fenced / ear marked expenditure. The balance of the budget for 2017 / 2018 is £191,390.66; Reserves are £152,328.23. It was noted that the cost of insurance was higher than budgeted for, this was due to the additional insurance costs for the public toilet blocks and the new seafront shelter.

201 RECOMMENDATION FROM PROJECTS COMMITTEE – REPAIR AND REPAINTING OF THE TOWN CLOCK

The Projects Committee recommend the repair and repainting of the Town Clock on Shooters Hill at a cost of £111 from Contractor C to repair the Town Clock and £220 from Contractor B to repaint the Town Clock. It was:

RECOMMENDED

- 1. That Contractor C be engaged to repair the Town Clock for the sum of £111 and Contractor B be engaged to repaint the Town Clock for the sum of £220.**
- 2. That the cost of repair and repainting be taken from the 'Street Furniture Maintenance' budget heading.**

202 APPLICATION FOR GRANT

The Town Clerk reported that £10,100 remained in the budget for 'Grants'. The Town Council has been asked to consider the following application for grant:

- Victim Support – Security items for victims of crime - £150

It was:

RECOMMENDED

That a grant be made to Victim Support in the sum of £150.

203 THE BIG LUNCH 2017 – FUNDS HELD BY COWES TOWN COUNCIL

At the Finance, Acquisitions & Staffing Committee meeting on 27 June 2017, the Town Clerk was asked to write to Mark Wynter, Chair of the Cowes Big Lunch, to advise that 2 x £500 donations had been received from the Island Sailing Club and the Royal Yacht Squadron. Also to ask for written confirmation in regard to who should hold these funds of £1,000 until the Big Lunch 2018. Mr Wynter responded by asking if Cowes Town Council can hold over the £1,000 from the two clubs for next year's event which is taking place on 3 June 2018. It was:

RECOMMENDED

- 1. That Cowes Town Council holds the funds of £1,000 on behalf of the Cowes Big Lunch until the Big Lunch 2018**
- 2. The Town Clerk will write in April 2018 to remind the organisers of the Cowes Big Lunch 2018 that these funds of £1,000 are being held on their behalf.**

204 LEASE FOR THE TOWN COUNCIL OFFICE AND STOREROOM AT NORTHWOOD HOUSE

The Town Clerk advised Councillors that the lease for the office and storeroom at Northwood House expires on 25/8/17. Councillors were also advised that the Town Council had received invoices from the Isle of Wight Council in respect of business rates on the office and storeroom. However, under the terms of the current lease (point 7.3) the landlord indemnifies the tenant against all business rates and water charges payable in respect of the premises. Northwood House Charitable Trust Co. Ltd (the landlord) acknowledge that under the terms of the current lease the Charity is responsible for paying the business rates for the Town Council office and storeroom. In order to give the Charity time to resolve the issue of business rates and come to a mutual agreement as to the best way forward in light of the outcome, the Charity have offered Cowes Town Council a three month extension of the current lease. The lease would expire on 25 November 2017. Councillors agreed that this was a sensible way forward and Cowes Town Council will enter into discussion with the Charity in regard to a new lease.

205 REQUEST TO PART FUND A FLOODLITE MULTI USE GAMES AREA AT COWES ENTERPRISE COLLEGE

The Town Council have been asked by the Isle of Wight Council to consider part funding a floodlite multi use games area at Cowes Enterprise College. The project has an estimated cost of £480,000 and is being supported by the Isle of Wight Council to the sum of £410,000 and Cowes Enterprise College to the sum of £35,000. The Children's Services Property Team at the Isle of Wight Council have been asked if they can provide additional capital to help bridge the gap. The Town Council are being asked to consider funding the short fall to make this project happen.

Councillors expressed concerns that the Town Council is already considering several large projects at the moment i.e. The Cut, upgrade of the four public toilets in Cowes and a junior skate park and felt that the Town Council is not in a position to offer any funding at the moment. It was agreed:

ACTION

The Town Clerk will invite Lee Matthews, Recreation and Public Spaces Manager, at the Isle of Wight Council to attend a future meeting of the Finance, Acquisitions & Staffing Committee when he can provide more information about the project and the exact short fall in funding.

206 SSE ELECTRICITY CONTRACT

The electricity contract with SSE for the four public toilets in Cowes expires on 30 September 2017. SSE have provided renewal offer prices for a fixed period of 24 months; the renewal offer is available until 8 September 2017. The Town Clerk had investigated the charges from other suppliers but found the SSE prices to be the most competitive. It was:

RECOMMENDED

That Cowes Town Council enters into a 24 month contract with SSE for the provision of electricity to the four public toilets in Cowes.

207 TOWN CLERK'S MEMBERSHIP OF SLCC

The Town Clerk reported that her membership of the Society of Local Council Clerks (SLCC) is due for renewal on 1 September 2017 in the sum of £139. Councillors discussed the benefits to the Town Council of the Clerk being a member of SLCC. It was:

RECOMMENDED

That Cowes Town Council renews the SLCC membership of the Town Clerk in the sum of £139.

208 SLCC REGIONAL TRAINING SEMINAR ON 1 NOVEMBER 2017

The Town Clerk reported that the SLCC have arranged a regional training seminar on 1 November 2017 at Macdonald Botley Park Hotel, Southampton for the sum of £69. The Town Clerk advised Councillors that an objective set in her last appraisal was to attend the SLCC National Conference on 18 & 19 October 2017 in Hinckley, Leicestershire. The agenda for the National Conference is still being finalised so it is unclear at present if attendance at the regional training seminar will be a duplication of information. It was:

RECOMMENDED

That the Town Clerk uses her discretion as to whether attendance at the regional training seminar on 1 November 2017 would be beneficial to the Town Council.

209 HEALTH AND SAFETY

There were no health and safety matters raised.

210 ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Proposed junior skate park.

The proceedings terminated at 7pm.

CHAIRMAN

