

## COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 25 September 2018 at 6.15pm.

**Present:** Councillors J. Bartrum (Chairman), R. Bartrum, Fuller, Jones & Oliver.

**In attendance:** Councillors Hammond & Wardrop (non-voting); Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; five members of the public.

### **314 ELECTION OF A CHAIRMAN**

Following the resignation of Amanda Glendinning nominations for the position of Chairman were sought. Councillor J. Bartrum was proposed as Chairman by Councillor Oliver, the proposal was seconded by Councillor Jones, followed by a unanimous show of hands. It was:

#### **RESOLVED**

**That Councillor J. Bartrum be appointed as Chairman of the Finance, Acquisitions & Staffing Committee for the remainder of the Municipal Year 2018 / 2019.**

### **315 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bustin & Peacey-Wilcox.

### **316 DECLARATIONS OF INTEREST**

Councillor Jones declared a non-pecuniary interest in Minute No. 318 as the Chairman of Governors at Cowes Primary School is his daughter's partner. Councillor Oliver declared a non-pecuniary interest in Minute No. 319 as his wife is involved in the Isle of Wight Literary Festival Youth Zone.

### **317 MINUTES**

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 28 August 2018 be taken as read, approved as a correct record and signed by the Chairman.

### **318 APPLICATION FOR GRANT**

The Town Clerk reported that £7,134 remained in the budget for 'Grants, Events & Good Causes'. The Town Council is re-considering the following application for grant:

- Cowes Primary School – Shed - £1,196

Cowes Primary School had confirmed that they could re-claim the VAT element of the cost of the shed. Men in Sheds considered that to make the shed was too big a project for them. After a full discussion it was agreed:

#### **ACTION**

The Town Clerk will write to the PTA of Cowes Primary School to ascertain what funds they are holding at present which could be used to make a contribution towards the cost of the shed.

**319 RECOMMENDATIONS FROM THE PROJECTS COMMITTEE**

1. The Projects Committee recommend, subject to agreeing final costings, that the Town Council agrees in principle to Island Roads' budget figure of approximately £72,000 for enhancements at The Cut, with the cost to be met from the money set aside for The Cut Project. It was:

**RECOMMENDED**

**1. The Cowes Town Council agrees in principle, subject to agreeing final costings, to Island Roads' budget figure of approximately £72,000 for enhancements at The Cut; subject to the S106 monies set aside for the project of £62,338 being used with the balance of the cost to be met from the money set aside by Cowes Town Council for The Cut project.**

**2. That Cowes Town Council, subject to the approval of the above recommendation, approves Martin Hayles' additional architect's fees of £1,800 plus VAT, with the cost to be met from the money set aside by Cowes Town Council for The Cut project.**

Councillor Jones left the meeting at 7.09pm

Councillor Hammond left the meeting at 7.10pm

**320 NORTHWOOD HOUSE CHARITABLE TRUST COMPANY LIMITED AND THE ISLE OF WIGHT LITERARY FESTIVAL**

Councillors discussed correspondence received regarding grants that Cowes Town Council had made to the Isle of Wight Literary Festival (IWLF) and the relationship between IWLF, Northwood House Charitable Trust Company Ltd (NHCTCL) & Northwood House Trading Company Ltd (NHTCL). The IWLF provides a source of income to NHCTCL by means of being the Festival location and the Festival administration centre. Accountants advised NHCTCL to wind up Northwood House Cowes Ltd as their Memorandum of Articles was not appropriate; this resulted in the incorporation of NHTCL in December 2017. Those present confirmed that no Directors or Trustees receive any remuneration; they are all volunteers. Councillors agreed that any grants given in the past were considered a closed matter. Councillors would consider any future grant applications once fully aware of the financial situation of any organisation. It was agreed:

**ACTION**

The Town Clerk will liaise with the Board of Trustees of NHCTCL to arrange an informal meeting between Cowes Town Council and NHCTCL for a question and answer session.

**321 STAFFING**

There were no staffing matters raised by Councillors or Clerks.

**322 HEALTH AND SAFETY**

There were no health and safety matters raised by Councillors or Clerks.

**323 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.14pm

**CHAIRMAN**