

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 29 January 2019 at 6.15pm.

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

In attendance: Debbie Faulkner, Town Clerk.

355 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bustin, Fuller & Wardrop.

356 DECLARATIONS OF INTEREST

Councillor Peacey-Wilcox declared a non-pecuniary interest in Minute No. 359 as the request for a financial contribution to replace the seafront railings has been made by the IW Council and she is an IW Councillor.

357 MINUTES

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 20 November 2018 be taken as read, approved as a correct record and signed by the Chairman.

358 FINANCIAL STATEMENT AS AT 31 DECEMBER 2018

The Town Clerk submitted a financial statement for the third 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 31 December 2018 were £446,628.72 of which £150,915.16 is ring fenced /ear marked expenditure. The balance of the budget for 2018 / 2019 is £130,829.48. Reserves are £164,884.08 which represent approximately 6 ½ months operating costs. The Town Clerk identified some additional expenditure that will need to be ear marked and ring fenced at the end of the current financial year (31 March 2019). It was:

RECOMMENDED

That the Financial Statement as at 31 December 2018 be noted and approved.

359 FINANCIAL CONTRIBUTION TO REPLACE RAILINGS ALONG THE SEAFRONT

The Town Council has been asked by the IW Council to contribute £2,000 towards the cost of removing, purchasing and installing 190 metres of galvanised, unpainted railings along the seafront between Cowes and Gurnard. The total cost of the project being £8,000; the IW Council contributing £4,000 with a request that Cowes Town Council and Gurnard Parish Council each contribute £2,000. The Town Council congratulate the IW Council on making a reduction to the original estimated costs for the works, however Cowes Town Council note that the IW Council have ownership of the seafront railings and responsibility for any works to the railings. It was:

RECOMMENDED

That Cowes Town Council does not contribute £2,000 to replace the railings along the seafront between Cowes and Gurnard.

360 PLAQUE CLEANING CONTRACT AT THE BANDSTAND AND FRANCKI PLACE

The current contractor used for cleaning the plaques at The Bandstand and Francki Place have given notice that they will no longer undertake these works and a new contractor will need to be identified for the annual clean in 2019. The original contract was for cleaning six plaques at The Bandstand but the contractor, as a goodwill gesture, also cleaned the other five plaques at The Bandstand and the two plaques at Francki Place; thus making a total of thirteen plaques. With regard to the other five plaques at The Bandstand, three belong to the Friends of the ORP Blyskawica Society who have indicated that they would very much appreciate if Cowes Town Council will continue to clean and maintain their three plaques. One plaque belongs to the Cowes Deauville Twinning Association who are considering their options and will advise in due course. The other plaque belongs to The Merchant Mariners of Wight who have confirmed that they will take over future maintenance of their plaque. Any organisation taking responsibility for the cleaning and maintenance of any plaque, not included in the Town Council's cleaning contract, will need to seek permission from the IW Council regarding access to the Bandstand. Councillors considered the following options:

1. Cowes Town Council to include the 12 plaques at The Bandstand (10) and Francki Place (2) when seeking quotations for the new plaque cleaning contract, subject to the written authorisation of the Friends of the ORP Blyskawica Society & Cowes Deauville Twinning Association.
2. Cowes Town Council only includes the 8 plaques for which they are responsible when seeking quotations for the new plaque cleaning contract.

It was:

RECOMMENDED

That Cowes Town Council include the 12 plaques at The Bandstand (10) and Francki Place (2) when seeking quotations for the new plaque cleaning contract, subject to written authorisation from the Friends of the ORP Blyskawica Society & Cowes Deauville Twinning Association.

361 S106 BALANCES HELD IN COWES (MINUTE NO. 303 REFERS)

The Town Clerk advised Councillors that there is a balance of £62,338 being held from S106 money for the Town Council's 'The Cut' project. There is also a balance of £177,449.62 which is S106 money held towards affordable housing in Cowes. No other S106 money is being held against projects in Cowes.

362 CORRESPONDENCE FROM STOREROOM 2010 – COWES MEN'S SHED GRANT APPLICATION (MINUTE NO. 346.2 REFERS)

At the Finance, Acquisitions & Staffing Committee meeting held on 20 November 2018 Councillors discussed an application for grant from Cowes Men's Shed under the umbrella of Storeroom 2010. Councillors agreed that the grant application should be made direct from Cowes Men's Shed as Storeroom 2010 have a large amount of reserves in their account. Storeroom 2010 wrote to advise that Cowes Men's Shed is part of Storeroom 2010 and therefore can only be shown as being under the umbrella of Storeroom 2010 and its accounts will be part of Storeroom 2010 accounts at the year end.

Councillors agreed that should Cowes Men's Shed become a separate entity or become a registered charity a further grant application would be considered. On the basis of the information provided it was:

RECOMMENDED

That Cowes Town Council does not make a grant to Storeroom 2010 – Cowes Men's Shed.

363 APPLICATION FOR GRANT

The Town Clerk reported that £6,534 remained in the budget for 'Grants, Events & Good Causes'. The Town Council has been asked to consider the following application for grant:

- (i) Jigsaw Family Support & Child Contact Centre – Cowes Outreach Hub - £100 per day, once a week.

After a full discussion about the application it was agreed to recommend supporting the Cowes Outreach Hub for a trial period of 10 weeks with a non-confidential report to be provided to the Town Council following the trial period. It was:

RECOMMENDED

That a grant be made to Jigsaw Family Support & Child Contact Centre in the sum of £1,000.

364 NJC 2018 – 2019 NATIONAL SALARY AWARD

The Town Clerk presented Councillors with details of the NJC 2018 – 2019 National Salary Award which represented a small hourly increase for the Clerks as from 1 April 2019. A contingency had been built into the Town Council's 2019 – 2020 budget to allow for this national salary award. It was:

RECOMMENDED

That the NJC 2018 – 2019 National Salary Award be received, noted and approved.

365 ISLE OF WIGHT PENSION FUND – ADMINISTRATION STRATEGY

The Town Clerk presented Councillors with the Isle of Wight Pension Fund - Administration Strategy which was adopted by the Pension Fund Committee on 23 November 2018. The Strategy sets out the framework within which the IW Council, as the administering authority for the pension fund, will provide a cost effective, inclusive and high quality pensions administration service. The Strategy sets out the fund's expectations from each of its employers in terms of record keeping, communications with members and with the fund, including the transmission of data and payment contributions. The Strategy also sets out the service standards that employers and members can expect from the fund in the operation and administration of the pension fund. It was:

RECOMMENDED

That the Isle of Wight Pension Fund – Administration Strategy be received, noted and approved.

366 ISLE OF WIGHT PENSION FUND – ILL HEALTH LIABILITY INSURANCE (MINUTE NO. 310 REFERS)

At the Finance, Acquisitions & Staffing Committee meeting held on 28 August 2018, Councillors requested the terms and conditions and details of any exclusions relating the Isle of Wight Pension Fund – Ill Health Liability Insurance policy. The insurance cover, from Legal & General, has to have a number of lives (i.e. people) that must be covered across the Isle of Wight Pension Fund. This is set at 50 lives; individual

employers with less than 50 lives can still take out cover but are subject to additional terms:

1. The number of employees covered across the entire pension fund should grow to at least 50 for the next rate review (1 April 2019), otherwise Legal & General maintains the right to terminate the cover;
2. Before the next rate review, until the scheme reaches 50 lives, the pre-existing conditions exclusion also applies i.e. Legal & General will not pay benefit in respect of a member who already qualifies for Tier 1 or 2 benefit at the date when the cover starts.

We have been advised that there are active quotations for other employers in the Isle of Wight Pension Fund; to date those employers have not taken up Ill Health Liability Insurance. The next available start date for a policy to commence is 1 April 2019 and the annual premium is quoted at £724.45. After a full discussion it was:

RECOMMENDED

That Cowes Town Council does not take out an Ill Health Liability Insurance policy.

367 STAFFING

There were no other staffing matters raised by Councillors or Clerks.

368 HEALTH AND SAFETY

The Clerk advised that the Town Council Office can be very cold during long periods of wintry weather; a thermometer has been purchased to monitor heat levels.

369 ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items for inclusion on future agendas.

The proceedings terminated at 7.10pm

CHAIRMAN