

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 15 May 2018 at 6.15pm.

Present: Councillors Glendinning (Chairman), J. Bartrum, Bertie, Fuller, Jones, Oliver & Peacey-Wilcox (6.17pm).

In attendance: Councillors Hammond (6.17pm) & Wardrop (non-voting); Debbie Faulkner, Town Clerk.

263 APOLOGIES FOR ABSENCE

No apologies for absence were received.

264 DECLARATIONS OF INTEREST

Councillor Glendinning declared a non-pecuniary interest in Minute No. 270 as Cowes Town Council's Deputy Representative on The Big Lunch.

Councillor Fuller declared a pecuniary interest in Minute No. 266(i) as he is a member of the Cowes Medical Centre Patient Participation Group.

265 MINUTES

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on Tuesday 10 April 2018 be taken as read, approved as a correct record and signed by the Chairman.

266 APPLICATIONS FOR GRANT

The Town Council has been asked to consider the following applications for grant:

- (i) Cowes Medical Centre Patient Participation Group – Launch & first stages of their communication strategy - £1,150
- (ii) Isle of Wight Day – Peoples Parade - £6,000

Councillor Fuller withdrew from the meeting for the whole of the discussion and recommendation made regarding the Cowes Medical Centre Patient Participation Group's application for grant.

After a full discussion of each application it was:

RECOMMENDED

- 1. That a grant is made to the Cowes Medical Centre Patient Participation Group in the sum of £500.**
- 2. That a grant is made to the Isle of Wight Day in the sum of £500 in line with contributions made from other Town Councils in respect of previous events.**
- 3. That Cowes Town Council will strongly encourage residents and businesses to take part in the Isle of Wight Day event.**

267 RAF 100 ISLE OF WIGHT EVENT – 27 MAY 2018

Councillors have been asked to consider making a donation to the RAF 100 Isle of Wight Event on Sunday 27 May 2018 in Cowes. It was:

RECOMMENDED

That Cowes Town Council makes a donation of £250 for the RAF 100 Isle of Wight event on Sunday 27 May 2018.

268 CITIZENS ADVICE ISLE OF WIGHT

Councillors have been asked to consider making a donation to the Citizens Advice Bureau Isle of Wight. Councillors discussed the many local residents who have benefitted from this service over the years. It was:

RECOMMENDED

That Cowes Town Council makes a donation of £500 to Citizens Advice Isle of Wight.

269 COWES TOWN COUNCIL'S INSURANCE POLICY DUE FOR RENEWAL ON 1 JUNE 2018

The Town Clerk presented Councillors with quotations from three insurance providers for the insurance which is due for renewal on 1 June 2018. Company A quoted £4,000 per annum; Company B quoted £2,153.00 per annum for a three year long term agreement (plus 3 months free cover if the renewal date is moved to 1/9/18) and an option to extend to a five year long term agreement after year 2; Company C quoted £2,496.05 for a three year long term agreement and £2368.67 for a five year long term agreement. Councillors discussed the options and it was:

RECOMMENDED

That Cowes Town Council enters into a five year long term agreement with Company C for the sum of £2,368.67.

270 BIG LUNCH SUPPLEMENTARY FUNDING

Councillors have been asked to consider additional financial support for the public liability insurance costs for The Big Lunch on Sunday 3 June 2018. Cowes Town Council has already set aside £2,000 to support the event. Councillors discussed the matter of public liability insurance and agreed that additional financial support was not available. It was agreed:

ACTION

1. The Town Clerk will remind the organising Committee that requests for funding should be communicated to the Town Clerk in accordance with Financial Regulation 12.1.
2. Councillors wish to advise the organising Committee that a blanket public liability insurance for all the events held at Northwood House and Park may be a more practical and cheaper option.
3. Councillors also wish to advise the organising Committee to contact Councillor Hammond who has vast experience in public liability insurance matters.

Councillor Hammond left the meeting at 7.10pm; Councillor Wardrop left the meeting at 7.12pm.

271 CONTRACT FOR THE SERVICING OF THE WALLGATE UNITS IN THE PUBLIC TOILETS

The Town Clerk reported that Wallgate are offering an eleven month service contract to run from 1/5/18 – 31/3/19 for the 29 Wallgate units in the public toilets in Cowes. 23 Wallgate units are approaching the end of their practical usage and will be charged at £145.50 per unit; 6 Wallgate units are considered viable for the foreseeable future and will be charged at £126.50 per unit. Therefore the cost of the eleven month contract will be £4,105.50 which has been budgeted for under the budget heading '4 Public Toilets – Cleaning + other costs'. It was:

RECOMMENDED

That Cowes Town Council extends the service contract for the 29 Wallgate units from 1/5/18 – 31/3/19 for the sum of £4,105.50.

272 CONTRACT FOR THE PROVISION OF SANITARY BINS IN THE PUBLIC TOILETS

The Town Clerk reported that the contract with I.E.H. Ltd for the provision and emptying of the 32 sanitary bins in the public toilets in Cowes expired on 31/3/18. The new contract running from 1/4/18 – 31/3/19 would remain at the agreed price of £965.12. It was:

RECOMMENDED

That Cowes Town Council extends the contract with I.E.H. Ltd for the provision and emptying of the 32 sanitary bins from 1/4/18 – 31/3/19 for the sum of £965.12.

273 NJC 2018 – 2019 NATIONAL SALARY AWARD

The Town Clerk presented Councillors with details of the NJC 2018 – 2019 National Salary Award. The National Joint Council for Local Government Services (NJC) has reached agreement on the following:

- New pay scales for 2018 – 2019 to be implemented from 1 April 2018
- New pay scales for 2019 –2020 to be implemented from 1 April 2019 (further information on these will be issued by NALC later this year)

The pay award will result in an increase in staffing costs of 0.27p per hour and 0.209p per hour from 1 April 2018. It was:

RECOMMENDED

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

274 STAFFING

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

275 HEALTH AND SAFETY

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

276 ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.16pm.

CHAIRMAN