

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 26 June 2018 at 6.15pm.

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

In attendance: Councillor Wardrop (non-voting); Debbie Faulkner, Town Clerk.

277 ELECTION OF A CHAIRMAN

Councillor Glendinning was proposed as Chairman by Councillor Jones, the proposal was seconded by Councillor Oliver, followed by a unanimous show of hands. It was:

RESOLVED

That Councillor Glendinning be appointed Chairman of the Finance, Acquisitions & Staffing Committee for the Municipal Year 2018 / 2019.

Councillor Glendinning thanked those Councillors present for their support.

278 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Fuller.

279 DECLARATIONS OF INTEREST

Councillor Glendinning declared a non-pecuniary interest in Minute No. 281 (ii) as Cowes Town Council's representative on the Shoreside Committee, Cowes Week Ltd. Councillors Jones and Peacey-Wilcox declared a non-pecuniary interest in Minute No. 281 (iii) as they are shortly to be judging a competition organised by the Moorgreen Road Allotment Society.

Councillor J. Bartrum declared a non-pecuniary interest in Minute No. 284 as her husband, Councillor R. Bartrum, made the proposal to fund the cost of printing the 'Nextdoor' leaflets.

280 MINUTES

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 15 May 2018 be taken as read, approved as a correct record and signed by the Chairman.

281 APPLICATIONS FOR GRANT

The Town Clerk reported that £14,550 remained in the budget for 'Grants, Events & Good Causes'. The Town Council has been asked to consider the following applications for grant:

- (i) Cowes Open Bowls Tournament – 64th Open Bowls Tournament 2018 - £400
- (ii) Cowes Week Fireworks – Cowes Week Fireworks 2018 - £5,000
- (iii) Moorgreen Road Allotment Society – Construction of a waterless compost toilet - £370

After a full discussion about each of the applications it was:

RECOMMENDED

- 1. That a grant be made to the Cowes Open Bowls Tournament in the sum of £400.**
- 2. That a grant be made to the Cowes Week Fireworks in the sum of £1,500.**

3. That a grant be made to the Moorgreen Road Allotment Society in the sum of £370, with a request that the toilet is cleaned regularly and securely locked overnight.

282 RECOMMENDATIONS FROM PROJECTS COMMITTEE

1. The Projects Committee recommend the installation of three drinking water taps at the public conveniences at The Cut, Medina Road and The Parade for the sum of £740 with the cost to be met from the 'Public Toilet Refurbishment' budget heading.

It was:

RECOMMENDED

That Cowes Town Council approves the installation of three drinking water taps at the public conveniences at The Cut, Medina Road and The Parade for the sum of £740 with the cost to be met from the 'Public Toilet Refurbishment' budget heading.

2. The Projects Committee recommend providing one dressed Christmas Tree, to be located at Francki Place with the cost being met from the 'Civic – Xmas trees / festive lighting / bunting' budget heading. Councillors also discussed the possibility of siting a Christmas Tree at the bottom of Market Hill. It was agreed:

ACTION

That Cowes Town Council's representatives on Cowes Business Association suggest that Cowes Business Association and Destination Cowes may wish to provide an additional Christmas Tree at the bottom of Market Hill and Cowes Town Council may consider contributing towards the cost.

It was:

RECOMMENDED

That Cowes Town Council provides one dressed Christmas Tree, to be located at Francki Place, with the cost of up to £770 being met from the 'Civic – Xmas trees / festive lighting / bunting' budget heading.

3. The Projects Committee recommend the installation, maintenance and subsequent removal of the festive lights with the cost being met from the 'Civic – Xmas trees / festive lighting / bunting' budget heading. It was:

RECOMMENDED

That Cowes Town Council funds the installation, maintenance and subsequent removal of the festive lights with the cost of up to £14,500 being met from the 'Civic – Xmas trees / festive lighting / bunting' budget heading.

283 BREAKOUT YOUTH CHARITY

Councillors have been asked to consider making a donation to the Breakout Youth charity. This is a Hampshire wide charity that delivers youth groups and 1-2-1 support for young people who identify as Lesbian, Gay, Bisexual, Transgender, Non-Binary and those who are Questioning their sexual orientation and gender identity. Councillors agreed that future requests for funding should be made through the grant application process but due to the urgent need to keep this service open it was:

RECOMMENDED

That Cowes Town Council makes a donation to the Breakout Youth charity in the sum of £250.

284 A5 'NEXTDOOR' LEAFLETS

Councillors have been asked to consider funding the cost of printing 2,000 black and white A5 'Nextdoor' leaflets for the cost of £10. 'Nextdoor' is a free and private social network just for Cowes neighbours. It is hoped to build a better, more caring and sharing neighbourhood. The printing can be provided in-house using the Town Council's photocopier. It was:

RECOMMENDED

That Cowes Town Council approves the cost of £10 to provide 2,000 A5 'Nextdoor' leaflets with the cost being met through the 'Office Equipment / Photocopier' budget heading.

285 COWES TOWN COUNCIL'S INSURANCE POLICY

The Town Clerk reminded Councillors that a resolution was made at the Annual Town Council meeting on 17 May 2018 to enter into a five year long term insurance policy agreement, starting 1 June 2018, with Zurich Municipal for the annual sum of £2,368.67. However the Town Clerk made further negotiations with Zurich Municipal and agreed a reduced premium of £2,153.89; thereby making a saving to the Town Council of £214.78.

Councillor Wardrop left the meeting at 7.08pm.

286 BRIGHT BROWN CHARTERED ACCOUNTANTS' SERVICE AGREEMENT

Bright Brown Chartered Accountants, being the Town Council's Internal Auditor, have asked the Town Council to agree the services that they have been instructed to provide. It was:

RECOMMENDED

That Cowes Town Council sign Bright Brown Chartered Accountants' Service Agreement.

287 BRIGHT BROWN CHARTERED ACCOUNTANTS' ENGAGEMENT TERMS AND TERMS OF BUSINESS

Bright Brown Chartered Accountants, being the Town Council's Internal Auditor, have asked the Town Council to agree to their updated Engagement Terms and Terms of Business. It was:

RECOMMENDED

That Cowes Town Council sign Bright Brown Chartered Accountants' updated Engagement Terms and Terms of Business.

288 STAFFING

Councillors acknowledged and thanked both Clerks for their hard work and for their good advice, when it is needed.

289 HEALTH AND SAFETY

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

290 ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.10pm.

CHAIRMAN