

## COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in The Library, Northwood House, Cowes on Tuesday 24 May 2022 at 6.15pm.

**Present:** Councillors Ellis (Chair), Brown, Carter, Hollis, Jones, Nicholson & Walters.

**In attendance:** Councillors Paler & Wardrop (non-voting); Debbie Faulkner, Town Clerk.

### 647 ELECTION OF A CHAIRMAN

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

#### **RESOLVED**

**That Councillor Ellis be appointed as Chairman of the Finance, Acquisitions & Staffing Committee for the Municipal Year 2022 / 2023.**

### 648 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bertie & Rafferty.

### 649 DECLARATIONS OF INTEREST

No declarations of interest were received.

### 650 MINUTES

#### **RESOLVED**

**That the Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 22 March 2022 be taken as read, approved as a correct record and signed by the Chairman.**

### 651 FINANCIAL STATEMENT AS AT 31 MARCH 2022

The Town Clerk submitted a financial statement for the quarter ending 31 March 2022 giving details of income and expenditure. The balances in the Town Council's bank accounts and petty cash as at 31 March 2022 were £552,744.02 of which £277,860.99 is ring fenced / ear marked expenditure. The Reserves as at 31 March 2022 were £274,883.03 which represents approximately 11 months operating costs. This falls within the recommended 3 to 12 months reserves as set by the National Association of Local Councils. It was:

#### **RECOMMENDED**

**That Cowes Town Council receive, note and approve the Financial Statement as at 31 March 2022.**

### 652 FUNDS RECEIVED FROM VISIT ISLE OF WIGHT

Cowes Town Council received a grant in the sum of £4,602.56 from Visit Isle of Wight. This has been awarded to be used for the promotion of Cowes. It was:

#### **RECOMMENDED**

**That Cowes Town Council receive and note the grant of £4,602.56 from Visit Isle of Wight to be used for the promotion of Cowes.**

It was agreed:

#### ACTION

The Town Clerk will arrange a meeting between Councillors Bertie, Ellis & Nicholson to look at any ideas for promoting Cowes.

### 653 APPLICATIONS FOR GRANT

The Town Clerk reported that there is £15,000 in the budget for 'Grants' for the financial year 2022 / 2023. The Town Council have been asked to consider the following Applications for Grant:

- (i) Citizens Advice Isle of Wight – Volunteer training and expenses – Either £864 for one volunteer or £1,728 for two volunteers.
- (ii) Isle of Wight Community Club – Shower replacement - £750.
- (iii) Cowes Open Bowls Tournament – Tournament costs, new trophies and engraving - £600.
- (iv) British Powerboat Racing Club Event Management – Powerboat racing - £2,000.
- (v) Footprint Trust (Warmer Cowes) – Service Provision to 40 people in Cowes - £1,500.
- (vi) Isle of Wight Literary Festival – 2022 Festival - £5,000.

After a full discussion about each Grant Application it was:

#### **RECOMMENDED**

**(i) That a grant is not made to Citizens Advice Isle of Wight.**

**(ii) That a grant be made to the Isle of Wight Community Club in the sum of £750. The Town Council will ask for this grant to be considered as sponsorship of the project and that the Town Council be recognised for their contribution.**

**(iii) That a grant be made to the Cowes Open Bowls Tournament in the sum of £600. The Town Council will ask for this grant to be considered as sponsorship of the tournament and that the Town Council be recognised for their contribution.**

**(iv) That Cowes Town Council writes to the British Powerboat Racing Club Event Management to ask what the requested amount of £2,000 will be used for and to re-apply for a grant with that further information.**

**(v) That a grant be made to the Footprint Trust (Warmer Cowes) in the sum of £500.**

**(vi) That a grant be made to the Isle of Wight Literary Festival in the sum of £1,000. The Town Council will ask for this grant to be considered as sponsorship of the Festival and that the Town Council be recognised for their contribution.**

Councillor Ellis left the meeting at 6.48pm; Councillor Nicholson took the Chair.

### 654 PROCESS FOR ALLOCATING THE CONNECT 4 COMMUNITIES GRANT

Cowes Town Council applied for a Connect 4 Communities Grant and was awarded £1,000. This is to be spent on 20 x £50 food vouchers; 14 for families with children, 6 for families without children. The deadline for allocation of the vouchers is 30 September 2022.

Councillor discussed the process for families to apply and the criteria to adopt for awarding a voucher. It was agreed:

#### **ACTIONS**

1. The Town Clerk will create a simple application form for families to complete.
2. The Town Clerk will send the form to the Supporting Families Team at the IW Council asking for 14 referrals for the food vouchers.
3. The Town Clerk will send the form to Age UK IW asking for 6 referrals for the food vouchers.
4. The Town Clerk will purchase 20 x £50 food vouchers from Aldi, Cowes.
5. This will remain a standing Agenda item until the allocation is complete.

Councillor Wardrop left the meeting at 6.57pm.

**655 DATES OF THE FINANCE, ACQUISITIONS & STAFFING COMMITTEE MEETINGS FOR THE MUNICIPAL YEAR 2022 / 2023**

The dates for the Finance, Acquisitions & Staffing Committee meeting dates were agreed at the Annual Town Council meeting on 5 May 2022. The dates being 24 May 2022; 28 June 2022; 26 July 2022; 23 August 2022; 27 September 2022; 25 October 2022; 22 November 2022; 6 December 2022; 24 January 2023; 28 February 2023; 28 March 2023 and 25 April 2023. As agreed at the Town Council meeting on 7 October 2021 (Minute No 8365d3 refers) in consultation with the Chairman, if there is no business to be discussed the meeting will be cancelled.

**656 STAFFING MATTERS**

There were no staffing matters to be discussed.

**657 HEALTH AND SAFETY MATTERS**

It was agreed that Councillors will continue to use the Library at Northwood House for Committee meetings.

**658 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- At each future meeting Councillors will review a Town Council Policy or Procedure – starting with Standing Orders.

The proceedings terminated at 7.11pm.

**CHAIRMAN**