

## YEOVIL TOWN COUNCIL

**MINUTES** of a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 24 September 2013**

(7.00pm – 8.15pm)

### **Present:**

Tony Lock - Chairman	Tony Fife
Martin Bailey	John Hann
Peter Brock	Andrew Kendall
Philip Chandler	Manny Roper
Bridget Dollard	Darren Shutler
Dave Dollard	Alan Smith

### **Also Present:**

Peter Gubbins	Yeovil Central Ward
Alan Tawse	Town Clerk

### **PUBLIC COMMENT**

Emma Neve and Barry Boyton of the Oddments Theatre Company spoke in support of their grant application.

### **CHAIRMAN'S WELCOME**

The Chairman welcomed William Duncan of Chelston Avenue, who was attending the meeting as part of his preparations to stand as a candidate in the forthcoming UK Youth Parliamentary elections, and wished him every success in the future.

### 8/203 **MINUTES**

The Minutes of the previous meeting held on 23 July 2013, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

### 8/204 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Jon Gleeson, Mike Lock and Wes Read.

### 8/205 **DECLARATIONS OF INTEREST**

Bridget Dollard declared a personal and prejudicial interest in Agenda item 5 (Applications for Grant Aid – Yeovil and District Chrysanthemum and Dahlia Society) by virtue of her role as Bookings Secretary for the shows' venue. David Dollard declared a similar interest in the same item by virtue of his position as Leader of the Scout Group that managed the venue. Manny Roper declared a similar interest in the same item by virtue of his position as

Chairman of the Society. Darren Shutler declared a similar interest in the same item by virtue of his mother-in-law's position as Treasurer of the Society.

8/206 **CORRESPONDENCE**

There were no items of correspondence.

8/207 **APPLICATIONS FOR GRANT AID**

(a) Yeovil and District Chrysanthemum and Dahlia Society

Darren Shutler drew attention to a recent report from the Society's Treasurer who had indicated that this year's early annual show had been more successful than anticipated with the result that the Society did not, at this stage, need a financial contribution towards the general running costs of the organisation and its shows.

*(Bridget Dollard, David Dollard, Manny Roper and Darren Shutler, each having declared a personal and prejudicial interest in this item, left the room during its consideration and took no part in the discussion or voting thereon)*

**RESOLVED** that, in light of the success of this year's early annual show, no action be taken regarding this application.

(b) Oddments Theatre Company

**RESOLVED**

that a grant of £600 be awarded towards the cost of a replacement trailer. (S.1 of the Localism Act 2011 – General Power of Competence)

8/208 **CAPITAL FUND**

The Committee considered the report of the Town Clerk (Agenda item 6 refers).

**RESOLVED**

- (1) that the position concerning the Capital Fund and the General Reserve be noted;
- (2) that the current position regarding the rolling programme of play area improvements be noted; and
- (3) that confirmation of the District Council's funding towards future schemes included in the programme be awaited.

8/209 **NEW INITIATIVES BUDGET**

The Committee considered the report of the Town Clerk (Agenda item 7 refers).

During the ensuing discussion, consideration was given to the merits of the adopted procedure for seeking and determining new initiative bids, and the variations suggested in the report.

Whilst it was acknowledged that the current arrangements gave all the service committees an equal opportunity to put bids forward and enabled allocated funding to be carried forward, as necessary, into the next financial year, it was felt that the procedure needed to be flexible enough to allow the Town Council to respond to an unforeseen opportunity that might arise at short notice to fund a new initiative.

Reference was also made to a formal definition of new initiative to include the need for any proposal to be for the benefit of the people of Yeovil Town.

### **RESOLVED**

- (1) that the matter be noted;
- (2) that the need for the adopted procedure to be flexible enough to allow the Town Council to respond to an unforeseen opportunity that might arise at short notice to fund a new initiative, be supported; and
- (3) that the views of the service committees on this proposed variation to the adopted procedure and on the definition of a new initiative - to include the need for any proposal to be for the benefit of the people of Yeovil Town - be sought, and their responses be reported to the next meeting.

#### 8/210 **NEW INITIATIVES BIDS**

The Committee considered the report of the Town Clerk (Agenda item 8 refers).

### **RESOLVED**

- (1) that the report be noted; and
- (2) that consideration of all bids be deferred pending the outcome of the ongoing review of the adopted procedure for seeking and considering new initiative bids, and the definition thereof.

#### 8/211 **INTERNAL AUDIT – 2012/13**

The Committee considered the report of the Town Clerk (Agenda item 9 refers).

### **RESOLVED**

that the successful completion of the 2012/13 Internal Audit be noted and welcomed.

8/212 **AUDIT OF ANNUAL RETURN – 2012/13**

The Committee considered the report of the Town Clerk (Agenda item 10 refers).

**RESOLVED**

that the successful completion of the 2012/13 External Audit be noted and welcomed.

8/213 **FINANCE WORKING GROUP**

The Committee considered the report of the Town Clerk (Agenda item 11 refers).

**RESOLVED**

- (1) that the matter be noted;
- (2) that the Finance Working Group be re-appointed for the forthcoming budget exercise with the following remit:

*To help develop the Council's capital and revenue funding and expenditure plans, and to make recommendations on such matters to the Policy, Resources and Finance Committee; and*

- (3) that the Chairman and Vice-Chairman of the Committee, Martin Bailey, Bridget Dollard and Peter Gubbins be appointed to serve on the Working Group.

8/214 **NALC LARGER LOCAL COUNCILS' CONFERENCE**

The Committee considered the report of the Town Clerk (Agenda item 12 refers).

**RESOLVED**

- (1) that the report be noted;
- (2) that approval be given to a group of representatives (including the Town Clerk) attending the above event; and
- (3) that the appointment of the elected member representatives be considered and determined at the forthcoming Town Council meeting.

8/215 **FINANCIAL STATEMENTS – JUNE/JULY 2013**

The Committee considered the report of the Finance Administrator (Agenda item 13 refers).

**RESOLVED**

that the Financial Statements and payments therein for the above months be approved.

## **PUBLIC COMMENT**

There were no further comments from members of the public.

### 8/216 **EXCLUSION OF PRESS AND PUBLIC**

#### **RESOLVED**

that the press and public be excluded from the remainder of the meeting in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### 8/217 **STAFFING ISSUES**

The Committee considered the confidential report of the Town Clerk (Agenda item 14 refers).

#### **RESOLVED**

- (1) that approval be given to the recommendations set out in the report; and
- (2) that the Employer Placement Agreement be reviewed as part of the forthcoming budget exercise.

### 8/218 **FORMER YEOVIL SKI CENTRE**

The Committee considered the confidential report of the Town Clerk (Agenda item 15 refers).

#### **RESOLVED**

that the matter be noted.

Chairman