

BARTON-UPON-HUMBER TOWN COUNCIL
MINUTES OF A FINANCE & GENERAL PURPOSES COMMITTEE MEETING
held on MONDAY 29 OCTOBER 2018 at 7.00 p.m. in
THE ASSEMBLY ROOMS, QUEEN STREET, BARTON-UPON-HUMBER

Present Councillor K Vickers (Chairman)

Councillors F Coulsey, Mrs J Oxley, Mr J Oxley, J Sanderson, J P Vickers and Mrs W Witter

Also Present Councillor N Pinchbeck, Captain Alan Bawden (Salvation Army), Father David Rowett (St Mary's Church) and Ms S Richards (Town Clerk)

Prior to the meeting commencing, Captain Alan Bawden (Salvation Army) spoke about the proposals behind the "Churches Together in Barton-upon-Humber - Barton Area Homeless Project". He stated that North Lincolnshire Council took no responsibility for the intentionally homeless therefore he felt the project was not duplication of an existing service available. He described one particular case regarding a war veteran, and the procedure to assist him. He commented that between now and April 2019, there would be at least 30 such cases, in which the local churches try to provide short term respite and help to needy cases. However, he stated this was not just the sole responsibility of the local churches. The Salvation Army run a charity shop in the town to help raise funds but the "Barton Area Homeless Project" requires an initial fund of approximately £3,500. Whilst an application for funding has been made to the town council, applications for funding are also being sought elsewhere. He concluded that support was needed for this vital service and he hoped that Barton-upon-Humber Town Council would not let this pass by.

Captain Bawden then left the meeting.

158. **Apologies for Absence**

None received.

159. **Declarations of Interest**

Barton Park Bowling Club, Bowmandale Primary School and CHAMP Ltd– Councillor J P Vickers (Personal Interest)

Baysgarth Park Committee – Councillor K Vickers (Personal Interest)

160. **Minutes of Meeting held on the 30 July 2018**

It was noted that these minutes had been signed as a correct record, for action as necessary, at a meeting of the town council held on 5 September 2018.

161. **Matters Arising**

Baysgarth Park – Purchase of a Flag Pole to fly the "Green Flag" (Min Ref: 90(b)/35 – F&GP 30/07/18)

It was noted that the flag pole had been erected, but it did not appear the type that had been ordered and not fit for purpose. In light of this, it was agreed and

Resolved that North Lincolnshire Council to investigate this matter, as to why the contractor has erected an alternative type of flag pole. In the meantime, no payment is to be made to the contractor from the town council until the matter has been resolved.

Father David Rowett (St.Mary's Church) entered the meeting room.

Minutes of a Finance & General Purposes Committee Meeting held on 29 October 2018, cont'd

162. **The Following Financial Requests Were Considered:**

(a) **Barton Park Bowling Club Bowling Green Upgrade** (*Min Ref: 119/13(iv)/49 – BTC 05/09/18*)

Consideration and discussion took place regarding the merits of this request. It was agreed and

Resolved that the town council support this project in the sum of £750. It is noted that other avenues of external funding are being sourced by the club for the project target. The donation to be taken from the town council's 2018/2019 Community budget 'Donations/Grants (empowered)' with the £750 to be taken from the town council's reserves 2018/2019. This is empowered expenditure under the Local Government Act 1976, s.19.

(b) **ST-ART Art Club** (*Min Ref: 120(1)(i)/50 – BTC 05/09/18*)

Consideration and discussion took place regarding the merits of this request. It was agreed and

Resolved that the town council support this project in the sum of £1,000, to help bridge the gap of the external funding provider between September 2018 and March 2019. The donation to be taken from the town council's 2018/2019 Community budget 'Donations/Grants (empowered)' with the £1,000 be taken from the town council's reserves 2018/2019. This is empowered expenditure under the Local Government Act 1976, s.19.

(c) **Bowmandale Primary School – Newlands Outdoor Residential Visit 2019**

Consideration and discussion took place regarding the merits of this request. It was agreed and

Resolved that the council in accordance with the powers under section 137 of the Local Government Act 1972, should incur the following expenditure, which, in the opinion of the council, is in the interests of the area and/or some of its inhabitants and will benefit them in a manner commensurate with the expenditure of £200 funding towards a residential school visit to Newlands Outdoor Centre. Donation to be taken from the town council's 2018/2019 Community budget 'Donations/Grants (s.137)'.

(d) **Churches Together - Barton Area Homeless Project**

Consideration and discussion took place regarding the merits of this request. Advice was sought from the Clerk regarding the powers available to the town council and subsequent legislation. The Clerk commented that no direct empowerment to support the application was available to the town council. However, members present could consider the use of the powers under section 137 of the Local Government Act 1972. This can only be used, if, in the opinion of the council, it is in the interests of the town and/or some of its inhabitants and will benefit them. A vote was called for, with 3 votes in favour of supporting the project (including the ex-officio vote of the Town Mayor) and 5 votes against supporting the project. Councillor J P Vickers commented that North Lincolnshire Council had assured him there are in existence support groups like The Lighthouse, The Forge Project etc that deal with the needs of the homeless and needy locally. In light of this, it was felt that further information needs to be sought regarding the services that are available to the homeless and in need locally to further this matter. It was deemed that some support could be forthcoming from the town council in the appropriate line of service provision once the matter had been investigated further.

Resolved this be noted and further information to be sourced in the first instance. An authoritative speaker to address the town council at the earliest convenience regarding the local services available and the process of accessing assistance by the homeless etc via North Lincolnshire Council.

Minutes of a Finance & General Purposes Committee Meeting held on 29 October 2018, cont'd

(e) **The Salvation Army** – Printing Remembrance Day Order of Service

Consideration and discussion took place regarding the merits of this request again. Councillor K Vickers commented that this matter had now been resolved with the Salvation Army. It was agreed and

Resolved that the Salvation Army to furnish the town council with a copy of the order of service, and the town council office to photocopy 400 copies of it.

(f) **CHAMP Ltd** – Upgrade of Assembly Hall Lighting

Consideration and discussion took place regarding the merits of this request. It was noted that CHAMP Ltd had already financed a project (via funding from the North Lincolnshire Council Community Grant) to upgrade the Assembly Hall lighting with led lighting, making it brighter and more cost effective. However, additional monies were now being sought regarding the emergency lighting, upgrade of the wall lighting to led lighting and mobile multi-colour lights. It was agreed and

Resolved to support this application in the sum of £1,620 for the emergency lighting and the upgrade of the wall lights to led, but not the mobile multi-colour lights. The contractor to liaise and invoice the town council direct, in order that the VAT may be recovered accordingly. The monies to be taken from the Assembly Rooms 'Repairs/Decorations' 2018/2019 budget.

163. **The Following Issues Were Considered:**

(a) **The Town Council's Photocopier Contract** (*Min Ref: 119(15)(v)/50 – BTC 05/09/18*)

The town council's 5 year photocopier lease is shortly to expire. In light of this, the contractor has furnished the town council with two new options to lease. Both are within budget, incorporate the servicing element and appear to be cost effective in comparison to other companies. It was agreed and

Resolved the Clerk liaise with the contractor to acquire the most appropriate model within budget to suit the needs of the town councils requirements. The lease to be for another 5 year contract.

(b) **The Town Council's Banking Arrangements**

The Clerk gave report on the current position of the bank changeover. She and the Deputy Clerk had met with an advisor from Lloyds Bank to initiate moving the bank accounts from Barclays Bank. This had proved a slow process initially as an advisor had to be sought from elsewhere out of the town to deal with a local government bank account system. However, the bank mandates and paperwork was currently being addressed to hopefully resolve this issue.

Resolved that this be noted.

(c) **The Town Council's Asset Register**

Members present were handed a copy of the town council's asset register for perusal and update. The town council's floor polisher had broken down, checked by a local electrician and was deemed beyond repair. This is to be removed from the asset register. A new floor polisher is to be purchased. Initial enquiries made suggest a new one could be in the order of £1,000. However, to maintain the Assembly Hall sprung floor, it was deemed a new one would have to be purchased. Also, some old traffic signs currently stored by the town council remain unused for several years.

Minutes of a Finance & General Purposes Committee Meeting held on 29 October 2018, cont'd

It was agreed and

Resolved

- (a) A new floor polisher to be purchased and added to the asset register to replace the old one. The monies to be taken from the Assembly Rooms ‘Repairs/Decorations’ 2018/2019 budget;
- (b) The Clerk to investigate what to do with the unused traffic signage. In the first instance liaise with North Lincolnshire Council for their consideration. If this results in a negative, then the traffic signs to be scrapped via a scrap metal dealer if possible for disposal.

(d) The Town Council’s External Audit for 2017/2018

The Clerk gave report on the slow progress of the external auditors not issuing final reports on the Annual Governance & Accountability Return (AGAR) by 30 September. The return was submitted to them in early May 2018. The town council received an interim letter on the 29 September and the final report, deeming it to be complete with no action points on 11 October. This matter has been taken up by the SLCC who are aware several town and parish councils in England have suffered the same fate as the town council with a delayed final report. They advise if any council have concerns regarding the extended time taken by the external auditors, to utilise the complaints procedures available. It was agreed and

Resolved that this be noted. Thanks were given to both Clerks for their diligence in keeping the accounts, administration and legislation matters of the town council in good order. The Clerk to express the town council’s concerns regarding the external auditor’s time delay as she feels is appropriate in the circumstances.

(e) 2018/2019 Budget – Quarterly Summary of Income/Expenditure

Members were furnished with a summary of the council’s income/expenditure for the period 1 July to 30 September 2018. The Clerk reported that expenditure was within the budget line allocations, being the second quarter of the current financial year and also the half yearly position. The majority of spending levels are in order. As previously reported, additional costs were to be expected due to a change of contractor for the Christmas Festival reindeer.

Resolved the quarterly summary of income/expenditure and half yearly financial position was noted.

(f) The Town Council’s Financial Regulations

Members present were handed a draft copy of the revised town council financial regulations. These are taken from the NALC Model Financial Regulations 2016 (England). The draft copies circulated to the members have been modified in the appropriate sections (where personalisation of the town council’s requirements’ are allowed). It was agreed and

Resolved that the draft financial regulations 2018 circulated be adopted by the town council.

The Chairman, Councillor K Vickers, closed the meeting at 7.53 p.m.