

FORDBRIDGE TOWN COUNCIL

MINUTES OF MEETING OF THE FINANCE AND GENERAL PURPOSES
COMMITTEE HELD ON 28TH SEPTEMBER 2015

PRESENT: Councillor C. McLaughlin (in the Chair)
P. Allen
S. McLaughlin
F.A. Nash
F.V. Nash
L. Sorrell

1. APOLOGIES

Apologies for non-attendance from Councillors Bennett-Watson, Dooley and Kimberley were received and noted.

2. DECLARATIONS OF INTEREST BY MEMBERS RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest made by members relating to items on the agenda.

3. MINUTES

RESOLVED that the Minutes of the Meeting of the Committee held 3rd August 2015 be approved and signed by the Chairman as a correct record of the proceedings

4. REPORT BY THE CLERK TO THE COUNCIL: INCOME FROM HIRE OF THE FORDBRIDGE CENTRE

The Clerk submitted a report, for members' information, detailing income from hire of the Fordbridge Centre in the current financial year, and also the two previous financial years. The detailed information is set out in Appendix A.

5. REPORT BY THE CLERK TO THE COUNCIL: MONTHLY EMPLOYEE COSTS

The Clerk reported that this item would now form part of the report to be submitted to Council for approval with accounts due for payment as required by the Council's new financial regulations

RESOLVED that no further action be taken on this matter.

6. PROVISION OF THE BAR SERVICE AT THE FORDBRIDGE CENTRE

Members discussed at some length the current arrangements with the Council's bar provider, particularly the requirement to apply for temporary event notices and the payment to be made to the provider for each function. The Clerk reported that the provider had indicated informally that they would be prepared to refund the payment made to them in the event of a financially successful function.

RESOLVED that consideration of this matter be deferred until January and that the bar sales at upcoming functions be monitored.

7. EXTENSION OF OPENING HOURS FOR SELECTED FUNCTIONS AT THE FORDBRIDGE CENTRE

The Clerk reported that he had been approached about the possibility of extending the bar and centre opening times for specific family and friends "gala" functions.

RESOLVED that the request be refused as the Council does not wish to open later due to staffing considerations and potential nuisance to neighbours

8. APPLICATIONS FOR CO-OPTION TO FILL CASUAL VACANCIES

The Clerk submitted correspondence from two local residents expressing an interest in being co-opted to fill casual vacancies. The Clerk reported that he had spoken to both applicants to confirm that they were not disqualified from standing as candidates.

RESOLVED i) that in accordance with the Council's standard procedure the candidates be invited to an interview with a sub-committee of five members

ii) that the sub-committee consist of Councillors Allen, S. McLaughlin, F.A. Nash, F.V. Nash and Sorrell

9. AUDIT OF ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2015: EXTERNAL AUDITOR'S REPORT

The Clerk confirmed that the Council's external auditors had completed the audit for the financial year ended 31st March 2015 and he submitted their report giving an unqualified opinion for the relevant year. The Clerk advised that the auditor had drawn attention to an arithmetical error made by the Clerk in completing the Annual Return

RESOLVED that the auditor's report including the identified item be received and accepted

10. WARWICKSHIRE ASSOCIATION OF LOCAL COUNCILS: ANNUAL GENERAL MEETING

The Clerk submitted details of the Annual General Meeting of the Warwickshire Association of Local Councils and advised that all members could attend but that only two members would be allowed to vote

11. REPORT BY THE CLERK TO THE COUNCIL: LONG TERM INVESTMENT

The Clerk reported that he had been advised by the Co-operative Bank that the provisions of the Financial Services Compensation Scheme only applied to £75,000 of the total funds deposited with each bank. The Clerk therefore advised that the Council needed to move funds to a different bank to ensure that none of its money was at risk.

RESOLVED i) that the Council open a savings account with Unity Trust Bank and transfer its reserves to that account

ii) that the Clerk make further enquiries regarding longer term investment instruments

12. THE FORDBRIDGE CENTRE: RE-SURFACING OF CAR PARK

The Council submitted two quotations for re-surfacing the car park at the Fordbridge Centre. One quotation utilised the contractors used by Property Services and included the benefit of the support of its surveyors. The other quotation was from the Highway's contractor Balfour Beatty.

RESOLVED that the Council accept the quotation in the sum of £11,354.89 plus V.A.T. from Balfour Beatty, subject to them accepting a 10% retention for a period of six months.

13. THE FORDBRIDGE CENTRE: BUSINESS RATES

The Clerk reported that he had contacted LHL Property Auditors to clarify a couple of concerns particularly that the Council will not end up paying a higher amount for its business rates. The Clerk also confirmed that he obtained telephone references from two companies who had used and highly recommended the company.

RESOLVED that the Council instruct LHL Property Auditors to try and obtain a reduction and refund on its liability for business rates at the Fordbridge Centre

The meeting closed at 9.10 p.m.

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CHAIRMAN

FORDBRIDGE TOWN COUNCIL

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APPENDIX A

Income from hire of the Fordbridge Centre

	2013/14	2014/15	2015/16	
	£	£	£	
April	2,361.00	1,309.00	2,236.00	1,665.00
May	1,738.00	1,710.00	1,165.00	3,330.00
June	2,039.00	1,468.00	1,433.00	5,000.00
July	1,905.00	2,298.00	2,070.00	6,665.00
August	<u>1,616.00</u>	<u>954.00</u>	<u>1,253.00</u>	8,330.00
	<i>9,659.00</i>	<i>7,739.00</i>	<i>8,157.00</i>	
September	1,383.00	2,099.00		10,000.00
October	1,725.00	1,459.00		11,665.00
November	2,363.00	1,115.00		13,330.00
December	1,788.00	856.00		15,000.00
January	2,077.00	1,719.00		16,665.00
February	1,343.00	1,383.00		18,330.00
March	<u>2,278.00</u>	<u>1,508.00</u>		20,000.00
	<i>22,616.00</i>	<i>17,878.00</i>		