

## 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 31 March 2009**

(7.00pm – 9.00pm)

### **Present:**

Tony Lock – Chairman	Steve Hawker
Philip Chandler	Andrew Kendall
Clive Davis	Pat Martin
Bridget Dollard	Wes Read
Tony Fife	David Recardo
Dave Gooding	Alan Smith
Dave Greene	

### **Also Present:**

Alan Tawse – Town Clerk  
Martin Woods – Head of Area Development - South (SSDC)

### **PUBLIC COMMENT**

There were no comments from members of the public.

### 7/155 **MINUTES**

The Minutes of the previous meeting held on 27 January 2009, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

### 7/156 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Tom Parsley.

### 7/157 **DECLARATIONS OF INTEREST**

Bridget Dollard declared a personal and prejudicial interest in respect of Agenda Item 5 (Applications for Grant Aid – Holy Trinity Scout Group) by virtue of her position as a Leader of the Beaver Scout Group.

Tony Fife, Dave Greene, Andrew Kendall, Tony Lock, Pat Martin, David Recardo and Alan Smith each declared a personal interest in Agenda Item 5 (Applications for Grant Aid – Yeovil Olympiads Athletic Club) in view of their membership of South Somerset District Council and the apparent wish of the applicants to use any grant awarded to enhance facilities owned by that Authority.

The same Members also declared a personal and prejudicial interest in Agenda Item 12 (Public Toilets – Lease Arrangements) by virtue of their

membership of South Somerset District Council, with which the proposed lease was being negotiated.

7/158 **CORRESPONDENCE**

There were no items of correspondence.

7/159 **APPLICATIONS FOR GRANT AID**

(a) Yeovil Illuminated Carnival Ltd

The Chairman indicated at the meeting that the applicants had recently confirmed that they were continuing to liaise with the Police and the Highway Authority on the planned route and on road closure issues. They had also stated that the proposed date (Friday 20 November 2009) had been confirmed by the Organising Committee (subject to the necessary approvals) and did not need to be confirmed by the South Somerset Federation of Carnivals, as the Committee intended running the Yeovil Carnival as a stand-alone event.

During the ensuing discussion, Members expressed their support for the re-introduction of an illuminated carnival in the Town. However, it was felt that running the carnival as a stand-alone event might not attract sufficient entries and, to progress matters, it was felt that more information was needed from the applicants about their plans for this year's proposed event, their long-term intentions and how the £3,000 grant that they were seeking, if awarded, would be spent.

**RESOLVED** that consideration of the application be deferred until the next meeting of the Committee and, in the meantime, the Mayor, the Chairman of the Committee and the Town Clerk meet with the applicants to clarify the matters raised at the meeting, and the outcome of those discussions be reported back to the Committee.

(b) Holy Trinity Scout Group

*(Bridget Dollard having declared a personal and prejudicial interest in the above matter, left the room during its consideration and took no part in the discussion or voting thereon).*

**RESOLVED** that a grant of £3,000 be awarded towards the costs of carrying out works to improve access for all users to the headquarters of the Scout Group and to create fully accessible toilet facilities within the building. (S.137 of the Local Government Act 1972 – as amended).

(c) South Somerset Association for Voluntary and Community Action Ltd (SSVCA)

**RESOLVED** that a grant of £1,500 be awarded towards the core running costs of the organisation. (S.137 of the Local Government Act 1972 – as amended).

(d) Yeovil Olympiads Athletic Club

During the ensuing discussion, reference was made to the need to clarify the purpose for which the grant application had been made.

**RESOLVED** that consideration of the application be deferred until the next meeting of the Committee and, in the meantime, the Mayor, the Chairman of the Committee and the Town Clerk meet with the applicants to clarify the purpose of the grant being sought and the outcome of those discussions be reported back to the Committee.

(e) Grants Budget

The Town Clerk confirmed that £5,468 of the present Grants budget remained unallocated and that this sum could be carried forward as a planned underspend into the 2009/10 financial year.

**RESOLVED** that approval be given to the remaining £5,468 in the Grants budget being carried forward as a planned underspend into the 2009/10 financial year.

7/160 **CAPITAL FUND**

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

During the ensuing discussion, Members expressed their support for making an early application for a loan to meet the Town Council's forthcoming capital commitments.

**RESOLVED**

- (1) that the current position concerning the Capital Fund be noted;
- (2) that the further developments regarding the disposal of the former Goldcroft Allotment site and the marketing of the former Ski and Activity Centre be noted;
- (3) that the timing of the various projects for which approval to borrow had already been granted by the Town Council be noted, and the Town Clerk be authorised to make an early application to the Public Works Loan Board (PWLB) to secure the necessary funds by way of a fixed-rate loan of £265,000 to be repaid over ten years to fulfil the Council's capital commitments; and
- (4) that consideration of the funding of the Town Council's contributions towards the remaining uncommitted schemes in the Play Areas Improvement Programme, taking into account the District Council's allocations to some of these schemes, be deferred until the next meeting of the Committee.

7/161 **RISK MANAGEMENT STRATEGY – 2009/10**

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

A copy of the Internal Audit Programme for Local Councils had been circulated to all Members prior to the meeting.

**RESOLVED**

- (1) that the report be noted;
- (2) that the draft revised risk management strategy for 2009/10 be adopted; and
- (3) that the Committee is satisfied that the internal audit arrangements that are in place are effective and meet the Council's legal obligations.

7/162 **BUS SHELTERS**

The Committee considered the supplementary report of the Town Clerk.

**RESOLVED**

- (1) that the matter be noted; and
- (2) that approval be given to the remaining funding of £5,232 in the Transport Support budget being carried forward into 2009/10 as a planned underspend, thereby creating an overall provision of £9,232 in 2009/10 which could be used for bus shelter provision.

7/163 **FINANCIAL STATEMENTS – DECEMBER 2008/JANUARY 2009**

The Committee considered the report of the Finance Administrator (Agenda item 8 refers).

**RESOLVED**

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

**PUBLIC COMMENT**

There were no comments from members of the public.

7/164 **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.

7/165 **TOWN CENTRE MANAGEMENT**

The Committee considered the confidential joint report of the Town Clerk and the Head of Area Development – South (SSDC) (Agenda item 9 refers).

The Head of Area Development – South (SSDC) attended the meeting and clarified the issues raised by Members at the previous meeting. He also outlined the structure and constitution of the Town Centre Partnership and options for the future delivery of the service.

During the ensuing discussion, Members expressed their support for the concept of Town Centre Management and the need to continue exploring the merits of its future provision through the Business Improvement Districts (BIDs) model.

#### **RESOLVED**

- (1) that the matter be noted;
- (2) that the proposal to offer a permanent contract to the current postholder upon the expiry of the present fixed-term contract in October 2009, be supported;
- (3) that the possibility of the Town Council increasing its present annual contribution towards the Town Centre Partnership from 2010/11 be considered as part of the budget-setting process for that financial year; and
- (4) that consideration of the possibility of the Town Council entering into a formal agreement regarding the sharing of costs relating to the Partnership be deferred pending further discussions between the Town Clerk and the Head of Area Development - South (SSDC) and the outcome of those discussions, along with the progress made in exploring the merits of the BIDs model, be reported to a future meeting.

#### 7/166 **STAFFING ISSUES**

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

#### **RESOLVED**

- (1) that the matter be noted; and
- (2) that approval be given to the proposals set out in the report, and the Mayor and the Vice-Chairman of the Committee be appointed along with the Town Clerk to serve on the Appointments Panel.

#### 7/167 **INTERNAL AUDIT**

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

#### **RESOLVED**

- (1) that the matter be noted; and
- (2) that approval be given to the recommendations set out in the above report.

7/168 **PUBLIC TOILETS – LEASE ARRANGEMENTS**

*(Tony Fife, Dave Greene, Andrew Kendall, Tony Lock, Pat Martin, David Recardo and Alan Smith each having declared a personal and prejudicial interest in the above matter, left the room during its consideration and took no part in the discussion or voting thereon).*

In the absence of the Chairman and the Vice-Chairman, the Members present elected Bridget Dollard as Chairman for the remainder of the meeting.

*(Bridget Dollard in the Chair)*

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

Members were advised of the views and recommendations of the Buildings and Civic Matters Committee on the proposals.

**RESOLVED**

- (1) that the matter be noted;
- (2) that the proposed Heads of Terms be supported and the District Council be advised accordingly; and
- (3) that a decision on the final agreement be delegated to the Town Clerk in consultation with the Chairman and Vice-Chairman of the Buildings and Civic Matters Committee.

Chairman

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