



Yeovil Town Council

**Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ**

Phone 01935 382424

Fax 01935 382429

E-mail alan.tawse@yeovil.gov.uk

Policy, Resources and Finance Committee

The Meeting... **Policy, Resources and Finance Committee**

The Time... **7.00pm**

The Date... **Tuesday 26 May 2009**

The Place... **Town House, 19 Union Street, Yeovil**

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



QUALITY
TOWN
COUNCIL

Alan Tawse

Alan Tawse
Town Clerk

19 May 2009

Please contact Alan Tawse at the Town House for more information about this meeting

To All Members of the Policy, Resources & Finance
Committee:

Philip Chandler (Ex-officio)

Clive Davis

Bridget Dollard

Tony Fife

Dave Gooding

John Grana

Dave Greene

Steve Hawker (Chairman)

Andrew Kendall

Pat Martin (Vice-Chairman)

Tom Parsley

Wes Read (Ex-officio)

David Recardo

Alan Smith

A G E N D A

1. **MINUTES**

To confirm as a correct record the Minutes of the previous meetings held on 31 March and 12 May 2009.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

PAGES

5. **APPLICATIONS FOR GRANT AID**

(Circulated separately)

6. **CAPITAL FUND**

2 - 5

7. **YEOVIL IN BLOOM - SPONSORSHIP INITIATIVE**

6

8. **BREATHING SPACES**

7

9. **NALC CONFERENCE 2009**

8

10. **BEST VALUE** (report to follow)

11. **FINANCIAL STATEMENT - FEBRUARY/MARCH 2009**

9 - 46

Public Comment (15 minutes).

EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding the press and public 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.

12. **STAFFING ISSUES**

(Confidential report to be circulated separately to Members only).

6. CAPITAL FUND

A copy of the updated Capital Fund statement is attached at page 5.

Future Sources of Funding

The sum of £6,595 is currently available for allocation to new capital schemes.

Future sources of funding include the proceeds arising from the sale of surplus land at the former Goldcroft allotment site. However, the Town Council has agreed that the land be withdrawn from sale pending a substantial upturn in the housing market.

They have further agreed that the decision made at the March 2009 meeting of the Town Council to undertake a formal review of the situation in twelve month's time (from that date) should the land remain unsold be reaffirmed; and that, in the meantime, the Town Clerk, in consultation with the Mayor and the Chairman and Vice-Chairman of the Policy, Resources and Finance Committee be requested to keep a watching brief on the matter and to refer any significant developments that arise to the Town Council for consideration.

Another potential source of funding is the former ski and activity centre should the Town Council decide to dispose of the freehold as part of the redevelopment proposals.

Alder King have been instructed to market this site on behalf of the Town Council and, following a meeting between the appointed representatives of the Town Council and Alder King, arrangements were made for a revised draft development brief to be produced and submitted to the July 2008 meeting of the Town Council for consideration. The final brief was adopted at that meeting and the property was marketed and expressions of interest invited.

Details of those received were reported to the Town Council in March 2009, and Members have approved a process for assessing these bids and reporting back on their respective merits with a view to a final decision being taken by the Town Council in due course on how best to proceed. It is anticipated that the disposal process will be completed by September 2009.

Other Sources

Any funding beyond these sources will need to be in the form of a loan from the Public Works Loan Board (PWLB), applications for which are considered on their individual merits and subject to funding availability.

Existing and Future Commitments

Impending commitments on the Capital Fund include agreed contributions towards the upgrading of the play area at Yew Tree Recreation Ground (£80,000); the provision of replacement public toilets in the Town Centre (£100,000) and the redevelopment of part of Milford Hall (£85,000 - subject to matching funding being secured).

The Town Council previously agreed that these contributions be met from the anticipated capital receipt arising from the disposal of the former Goldcroft Allotment site, and that should this be delayed beyond the required payment dates, the contributions be met instead by a ten-year fixed rate loan from the Public Works Loan Board (PWLB).

The matter was reviewed at the last meeting of the Committee and, in view of the unlikelihood of a capital receipt arising in the near future and bearing in mind the timing of the various projects for which approval to borrow had already been granted by the Town Council, the Committee agreed to authorise the Town Clerk 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.

An application has since been made and the necessary borrowing approval had now been secured from the Government and an application made to the PWLB to obtain the necessary funding at competitive interest rates.

Play Areas

At the last meeting of the Committee, the current position regarding the rolling programme of play area improvements was noted and it was agreed that the matter would be further considered at the next meeting following clarification of the District Council's funding intentions for the play area improvements identified in the programme of planned works for 2009/10.

The current programme is as follows:

Five-year Funding Plan – Assumes 50% contribution from SSDC

Play Area	2008/09	2009/10	2010/11	2011/12	2012/13	Totals
Turner's Barn Lane		£25,000				£25,000
Yew Tree Park	£80,000					£80,000
Monks Dale Park		£15,000				£15,000
Milford Park			£20,000			£20,000
Summerhouse View				£10,000		£10,000
Preston Park				£12,500		£12,500
Howard Road Park				£10,000		£10,000
Total	£80,000	£40,000	£20,000	£32,500	NIL	£172,500

The District Council has now confirmed that it has committed the following capital funding at the present time:

Play Area	2008/09	2009/10	2010/11	2011/12	2012/13	Totals
Turner's Barn Lane						NIL
Yew Tree Park		£80,000				£80,000
Monks Dale Park		£15,000				£15,000
Milford Park			£20,000			£20,000
Summerhouse View						NIL
Preston Park				£12,500		£12,500
Howard Road Park						NIL
Total	NIL	£95,000	£20,000	£12,500	NIL	£127,500

The District Council has indicated that these figures are based on anticipated match-funding of 50% from the Town Council and that the revised list is a result of a districtwide prioritisation exercise that took into account the overall finance available.

The Committee further agreed at the last meeting 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.

The Committee is **RECOMMENDED** to:

- (1) note the current position concerning the Capital Fund;
- (2) note the further developments regarding the disposal of the former Goldcroft Allotment site and the marketing of the former Ski and Activity Centre;
- (3) note the timing of the various projects for which approval to borrow has already been granted by the Town Council, and the steps that have been taken by the Town Clerk to secure the necessary funds by way of a fixed-rate loan to fulfil the Council's financial commitments; and
- (4) consider the funding of the Town Council's contributions towards the remaining schemes in the Play Areas Improvement Programme taking into consideration the District Council's allocations to some of these schemes.

(Alan Tawse, Town Clerk – 01935 382424)

CAPITAL FUND (as at 26 May 2009)

Balance of Capital Fund as at 31 March 2008		£17,862
Plus Capital Receipts:		
Peter Street Toilets - contribution from SCC	£46,485	
Milford Hall Redevelopment - contribution from SCC	<u>£16,000</u>	
		<u>£62,485</u>
Sub-total		£80,347
Less Capital Expenditure:		
Peter Street Toilets	£35,549	
Roundabout Enhancements	<u>£1,691</u>	
Sub total		<u>£37,240</u>
New Balance of Capital Fund		£43,107
Less Commitments:		
Yeovil Country Park - contribution to signage	£180	
Sunningdale Doorstep Green (Phase 3)	£3,200	
Roundabout Enhancements	£3,382	
Yeovil Country Park - Breathing Places Project	£2,814	
Peter Street Toilets - <i>remaining</i> contribution from SCC	£10,936	
Milford Hall Redevelopment - contribution from SCC	<u>£16,000</u>	
Total		<u>£36,512</u>
New Balance (unallocated)		£6,595
Notes		
1 YTC Sunningdale Doorstep Green contribution totals £20,820 as follows:		
Phase 1 - £6,860 (£3,360 to be met from capital and the remaining £3,500 to be met from the reimbursement for the feasibility study costs) (Phase 1 commitment includes £11,580 contribution from SSDC)		
Phase 2 - £6,980 - to be met as a capital contribution from revenue (2004/05)		
Phase 3 - £6,980 - to be met as a capital contribution from revenue (2005/06)		
2 All future Cemetery capital improvements to be met from revenue contributions to capital by the Joint Burial Committee		
3 Glenthorne Avenue Traffic Calming Scheme contribution of £9,000 set aside in the General Fund.		
4 Essential play area repair work beyond routine maintenance budgets to be charged to capital (subject to matching contributions from SSDC)		
5 Contribution to interim play area upgrade at Yew Tree Park subject to matching contribution from SSDC		
6 Breathing Places Project completed in November 2008.		
7 Capital commitments totalling £265,000 (£80,000 towards the upgrade of Yew Tree Park Play Area; £100,000 towards replacement public toilets in Yeovil Town Centre and (subject to matching funding) £85,000 towards the redevelopment of part of Milford Hall, agreed. Costs involved to be met from PWLB loan.		

7. YEOVIL IN BLOOM: SPONSORSHIP INITIATIVE

At the March meeting the Yeovil in Bloom Flower and Gardeners' Market Steering Group discussed proposals for a fundraising initiative for Yeovil in Bloom. It was felt that an opportunity for members of the public to contribute to Yeovil in Bloom would promote the scheme and increase community awareness and involvement. This would be in line with the South West in Bloom criteria.

It was further discussed that those contributing £1 or more would be entered into a draw to win a basket for their home. It was also suggested that a roll of honour listing all those who had contributed could be publicised and/or displayed.

The possibility of running a prize draw was therefore investigated and the costs presented to the Promotions and Activities Committee. It was recognised that the rules of running a prize draw would mean that each ticket would need to be the same price (£1 was suggested) and that the incentive to enter would be improved if more prizes were available. Steve Fox offered to donate a prize of a £40 voucher for the Nursery at Lufton for third prize, and it was suggested that the first prize could be two 18" baskets and the second prize could be one 18" basket. It was also recognised that the time scale was too short to run the competition this summer, as the baskets would be available from June, and this would not provide sufficient time for ticket selling. It was therefore suggested that the competition be launched at the Flower and Gardeners' Market on 12 September, with a view to drawing the prizes in the New Year, and the prize winners being given the choice of a spring or summer basket.

The cost of running the prize draw would be as follows:

Registration of a Non Commercial Society	£40
Baskets	£120
Printing 500 tickets	£40
Voucher for Lufton (donated)	
Total	£200

More than 200 prize draw tickets would therefore need to be sold before a profit would be made towards Yeovil in Bloom, and ideally all tickets would be sold, making £300 for Yeovil in Bloom. It is not anticipated at this stage that there will be an underspend in the Promotions and Activities budget, however endeavours will be made to find sponsorship for the Flower and Gardeners' Market where possible. The Promotions and Activities Committee therefore requests that the £200 initial outlay for setting up the prize draw is underwritten from contingencies, with a view to recouping the money by ticket sales.

The Committee is **RECOMMENDED** to consider supporting the initiative and underwriting the initial £200 costs from contingencies.

(Sally Bing, Assistant Town Clerk – 01935 382424)

8. **BREATHING SPACES**

Earlier this year, the Big Lottery extended an invitation to the organisations that were successful in the previous round to bid for a further £5,000 of grant assistance for their breathing place – to tie in with the BBC's Springwatch open weekend in early June 2009.

Up to £1m was available across the UK for the final phase of the programme, and applications were invited from previous grant recipients for between £1,000 and £5,000 to run events and activities that celebrate the success of a breathing place and increase the number of people making use of and helping to develop and maintain it.

A breathing place is a green space that benefits wildlife and the local community. It may be local woodland, roadsides, parks, local nature reserves or wildlife areas, ponds, green corridors and wildflower meadows.

In May 2007, the Town Council was successful in its application that was lodged, with the support of the Countryside Team at South Somerset District Council, for £9,000 funding from the previous scheme towards a variety of access improvements, training opportunities and children's events at Yeovil Country Park. These have been successfully delivered and positive feedback received from a number of visitors and participants.

In February this year, the Committee agreed to make a bid for funding and the Town Council, with the support of the Countryside Team, applied for £2,800 to run a children's woodland play and story zone event during this year's BBC Springwatch open weekend – which takes place from Friday 5 to Sunday 7 June 2009 inclusive. The event will use qualified forest school leaders, who will work with the site rangers and volunteers to create a woodland story telling zone in the Park – including seating, natural play activities and wildlife enhancement initiatives such as bird boxes.

The Big Lottery recently announced that the Town Council's bid had been successful, and that the full award of £2,800 has been approved. Arrangements are in hand for the event to be publicised and to be held on the planned dates.

The Committee is **RECOMMENDED** to note the successful application.

(Alan Tawse, Town Clerk – 01935 382424)

9. NALC CONFERENCE 2009

Introduction

In previous years, the Town Council has been represented at the National Larger Local Councils' Assembly in London. This forum provided an important opportunity for representatives of larger town councils to meet and discuss matters of mutual concern and, where necessary, to press for legislative reform.

Six years ago, the National Association of Local Councils (NALC), which organises the event, incorporated the Assembly into an Annual National Conference which is held in either September or October each year.

Last year, NALC decided to separate the two events, and brought forward the date of the Annual Conference, which took place in May 2008.

This year NALC has decided to stage a *single* Conference, which will take place in Central London from Friday 4 to Saturday 5 September.

The theme of the Conference will be "Putting People First", and the conference will show how local councils can be at the heart of positive change through community involvement and wellbeing.

A number of topical issues will be covered, including:

- Recession and the economic downturn
- Planning and transport
- Housing
- Climate change
- Power of wellbeing
- Engaging with your communities and participatory budgeting
- Community governance
- Training and development

Delegates will have the opportunity at the Conference to question key speakers from organisations involved in the sector, as well as getting perspectives from councils on the ground.

In addition, there will be opportunities to learn from other councils' experience in formal best practice sharing sessions, and networking throughout the event.

Further details about the arrangements for submitting motions for debate will be reported to the July meeting.

The cost of attendance is £270 per delegate plus accommodation, subsistence and travelling costs. In previous years, the Council has appointed four representatives to attend the Conference.

The Committee is **RECOMMENDED** to consider the Council's representation at this year's Annual Conference, and to await further information on the arrangements for the submission of motions for debate at the Conference.

(Alan Tawse, Town Clerk – 01935 382424)