

**MINUTES of a MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE of Bourne Town Council held on Tuesday 03 February 2015 at 7.30pm, at the SK Community Point**

(Recorded by Deputy Town Clerk)

**Present:**

Chairman	T Holmes		
<b>Councillors</b>	Mrs P Moisey	D Mapp	B Russell
	JA Smith	Mrs P Moisey	Mrs J Smith
	P Fellows	C Pattison (arr 7.36pm)	R McKinney
	Mrs B Johnson		
Town Clerk	Mrs N Jacobs		0 member of public
Deputy Clerk	I Sismey		

**1701F APOLOGIES**

*Proposed Cllr Mrs P Moisey, seconded Cllr B Russell and unanimously*

**RESOLVED:** To accept the reason for apology for absence from Councillors P Knowles, D Higgs and Mrs H Powell

**1702F DECLARATIONS OF INTEREST**

**Non-Pecuniary** Agenda Item 11b/Minute 1711F/3 Cllr P Fellows Personal

**Non-Pecuniary** Agenda item 11b/Minute 1711F/6 Cllrs D Mapp and T Holmes Personal

**1703F DISPENSATIONS** - No written or verbal requests had been received

**1704F INDICATION BY MEMBERS OF THE PUBLIC WISHING TO SPEAK ON AGENDA ITEMS**

There were no members of the public present.

*7.36pm Councillor C Pattison arrived*

**1705F TO ADOPT THE NOTES OF THE MEETING HELD ON 16.12.14 AS A TRUE RECORD**

*Proposed Cllr D Mapp, seconded Cllr Mrs P Moisey*

**RESOLVED:** To adopt the Notes as a true record and for the Chairman to sign them as the Minutes of the above mentioned meeting

**1706F TO RECEIVE REPORTS BY DISTRICT/COUNTY CLLRS OR REPRESENTATIVES**

*Cllr Mrs B Johnson-Dyke Village Hall* – informed members that the village hall committee would be holding a race night in the near future to raise funds and that bingo was taking place this Friday.

*Cllr R McKinney* - Reported that the Self Help and Mutual Aid working party had met and had plans for a further meeting w/e 13<sup>th</sup> February to report back to Highways & Planning Committee on the 17<sup>th</sup> of February.

*Cllr T Holmes – LALC/NALC*- Informed members that the new Council Award Scheme was now formulated operating three levels. Over 500 councils have already signed up for it but that Quality Council status did not bring any additional benefits to the Council. The Town Clerk added that the 500 who have signed up already are not new additions but Councils transferring from the old initiative to the new foundation level.

**1707F TO ANSWER QUESTIONS FROM COUNCILLORS**

There were no questions

**1708F PERIOD TRIAL BALANCE & BANK RECONCILIATION - Month Ending 31.12.14** (Month 09)

*Proposed Cllr JA Smith, seconded Cllr Mrs J Smith and unanimously*

**RESOLVED:** To adopt the Trial Balance and Bank Reconciliation – Month 09 - as presented

**1709F INCOME/EXPENDITURE BUDGET REPORT – to 31 December 2014** (Month 09)

*Proposed Cllr D Mapp, seconded Cllr P Fellows and unanimously*

**RESOLVED:** To adopt the Income/Expenditure Report for Month 09 as presented

**1710F ACCOUNTS FOR PAYMENT** The following invoices were presented for approval:

<b>Item of Expenditure for meeting to be held on Tuesday 3 February 2015</b> (unless otherwise stated the power to incur the expenditure is the Local Government Act 1972 Section 111)			<b>Gross Amount</b>
<b>Payee</b>			
Month 10	Gross Staff Cost for January 2015 - (LGA 1972 ss 112 & 214 & PHA 1936 s87) (LGPSR 1995)		£9,209.89
123 reg	Domain name renewal (Direct Debit)	£	8.38
East Midlands in Bloom	Attendance at February Seminar at Melton Mowbray	£	10.00
KB All Jobs	Inv 00200I Collect, erect, dismantle and dispose of Christmas Tree and associated fittings	£	354.00
Anglian Water	Usage at Cemetery - Oct/January	£	12.12
Anglian Water	Usage at Allotments - Oct/January	£	53.41
Anglian Water	Usage at 47 South Road - July/January	£	46.69
BT	Telephone.Broadband/Mobile usage Dec/January	£	78.91
Chattertons	Inv 096/003 Professional Charges re Diocesan Order	£	420.00
SKDC	Inv 93577 Quarterly Charge at SK Community Point	£	200.00
J&L Ball	Inv 643 Remove and refit window blinds	£	72.00
Town & Country	Inv 250530 dismantle Christmas Display	£	2400.00
saveonlaptops/NJ	Inv 914957 Acer Aspire PC for Cemetery software	£	273.49
LCC	Revetting of Tourist Attraction signing	£	100.00
Bourne Computer Store/IS	Inv 12599 KVM switch & cable (to connect 2 PCs to 1 monitor)	£	29.95
Barcham Trees	Inv 99481 Tilia Cordalis Mongolica Harvest Gold (replacement tree as per planning permission)	£	152.40
PC World/IS	47348 External Harddrive for cemetery software backup	£	75.00
I Sismey	Admin Miles (LG Fin. & Prov.Act 1963 s5) re local journeys	£	11.25
CASH cheque	No 006043 28/01/2015 <b>£150</b>	£	-
The above invoices have been verified and cheques sent for some of the above			<b>£13,507.49</b>

*Proposed Cllr Mrs J Smith, seconded Cllr Mrs P Moisey and unanimously*  
**RESOLVED:** To **RECOMMEND** approval for payment of above accounts

**1711F Correspondence** (including Grant Funding Applications)

- a) **SKDC - Parish Updates** – January 2015
- b) **Begbies Traynor LLP** - re *Action for Market Towns (Town Alive)* Notification that Action for Market Towns has been placed into voluntary liquidation
- c) **SLCC – The Clerk Magazine** – November 2014 & January 2015 – Volume 46 No 6 & 46/1
- d) **Chatterton Solicitors – Cemetery Chapel** – Signed Order pursuant to Section 22 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991, varying the covenant on the Cemetery Chapel
- e) **Lincolnshire CVS – News Bite** Issues 68 - 74
- f) **Clerks & Councils Direct – January 2015 – Issue 97**
- g) **LALC – lalc news** No 152/3 Autumn/Winter 2014/15
- h) **The Royal British Legion – Letter of thanks** - for grant of £300 which has been used to cover costs incurred for Remembrance Sunday on 9.11.14
- i) **South Kesteven Citizens Advice Bureaux - Letter of thanks** – for grant of £960 to enable the purchase of new PC equipment for the Bourne outreach office.
- j) **Toolbar – Update and thanks** - for supporting Toolbar financially and to volunteers; Toolbar

provides internet access, copies of local papers and lists of local vacancies, a cup of tea/coffee in a friendly atmosphere, free of charge. None of this would be possible without the donations and grants that have been received.

- k) **LALC – Local Council Award Scheme** - The new Local Council Award Scheme has been launched. This replaces what was formerly known as the Quality Town and Parish Council Scheme. The new award scheme has 3 levels. The scheme provides a framework to support local councils in demonstrating how they improve and develop to meet their full potential. Further information can be found on <http://www.nalc.gov.uk/our-work/local-council-award-scheme>
- l) **Department for Communities and Local Government – Transparency code for smaller authorities** – with expenditure/income under £25,000

*Proposed Cllr Mrs P Moisey, Seconded Cllr D Mapp and unanimously*

**RESOLVED:** To receive items (a) through to (l) **en bloc**.

### **B) Correspondence for consideration**

#### **1. Restorative Justice, Criminal Justice Department, Lincoln – Lincolnshire Police – A Restorative Approach**

Lincolnshire Police is seeking support through promotion of Restorative Justice to the residents within the community. Restorative Justice provides a real voice for victims and an opportunity to influence what should happen to the offender. 92% of victims, who provided feedback after their offence was dealt with by a restorative resolution stated they would recommend it to others. (copy sent to members and Discovering Bourne)

*Proposed Cllr D Mapp, Seconded Cllr Mrs P Moisey and unanimously*

**RESOLVED:** To receive the above item

### **GRANT FUNDING**

**2. Bourne & District Blind Club** – For blind and partially sighted people to meet up socially and have the odd outing to sometimes include a meal. The club has run successfully for many years with the help of volunteers. Transport was provided by LCC but was withdrawn in 2010 due to cutbacks. Members pay a small fee each week and are expected to pay if they do not attend. This is usually due to illness or hospital appointments. There are 18 members (all from the Parish of Bourne) half of them are 80yrs and over, the eldest one being 95years. Transport cost £95 and the club meets during 39 weeks each year on a Wednesday. The same transport as before is being used as a tail lift is needed due to 3 members being in wheelchairs. Without transport there would be no club.

Transport cost for 2014 was £3,705; donations received in 2014 – Bourne Lions £500.

Current balance on Bank Accounts £3,294 (statement has been submitted)

Income through membership is maximum £2,106 per year.

*Proposed Cllr JA Smith, Seconded Cllr Mrs B Johnson and unanimously*

**RESOLVED:** To make a donation of £500 under Section 137 of the LGA

At this point Cllr P Fellows was invited to talk to members with regard to item 3 relating to grants. Cllr Fellows raised an issue relating to the Town Clerk and the way she had handled this particular item; he expressed his feelings about the situation and provided details but did not wish to discuss it further. Cllr T Holmes thanked Cllr Fellows for his explanation of the situation.

**Grant Applications were sent to the following but to date (28.1.15) not received back.**

- 3. **Bourne Traders Group (Gordons Photographic)** re clean up cost for Christmas event
- 4. **Bourne Town Juniors Football Club** (Ian Sharkey)
- 7. **Home Start South West Lincolnshire** (Chris Bird)
- 8. **Evergreen Care Trust Stamford** – (Mrs A Stainsby) the club has branched out to Bourne and is looking for funding towards hall hire cost in Bourne for the Bourne residents. Costs in Stamford is being paid for by Stamford Town Council.
- 9. **John Nowell** (name of organisation or project unknown)

Cllr T Holmes informed the members that as completed applications had not been received from the organisations stated at 3, 4, 7, 8 and 9 above he proposed that the Clerk could contact the organisations concerned stating that the matter could not be considered without the completed grant application.

*Proposed Cllr T Holmes, Seconded Cllr Mrs B Johnson.*

**RESOLVED:** That the clerk contact the organisations mentioned informing them that to progress the matter further they will need to return a completed application.

**5. 1<sup>st</sup> Bourne Scouts Group** (Greg Cejer) re cooking equipment

Application for a 50% (total cost £500.00) contribution to the purchase of 4 new cooking stoves and 6 Trangia portable stoves for the use of the Cubs and Scouts whilst on Camp and learning traditional Scouting skills.

*Proposed Cllr T Holmes, Seconded Cllr D Mapp and unanimously*

**RESOLVED:** To make a donation of £250.00 under Section 137 of the LGA

**6. Bourne2Play** (Lisa Copestake) re Well Head

Application received to assist with a well publicised project on the Wellhead (owned by BUC) to significantly improve the play area. Their most recent quotation was for C£110,000.00 and the organisation were looking for approximately £8,000.00 to fund a zip wire.

There was much discussion around this application as the group had made a presentation to the council earlier in the year. All conversation was positive but concern was voiced over two issues: a) the fact that as it stood at the moment SKDC were currently in discussions with BUC with regard to a lease covering the piece of land concerned and that this issue should be resolved before considering the application b) That there were concerns over the existence of a legal entity constituting 'Bourne2Play'.

*Proposed Cllr D Mapp, Seconded Cllr Mrs B Johnson and unanimously*

**RESOLVED:** That the Clerk writes to 'Bourne2Play' extending the Council's support but will not be able to consider the application until the lease between SKDC and BUC is in place and that the Council has clarification as to the legal status of 'Bourne2Play'.

**1712F TO DISCUSS THE DRAFT MEDIA POLICY**

Cllr T Holmes pointed out that the second sentence of clause 14 should read '*If the views of the councillors are different to the Council's corporate position and views, they must make this clear*'

*Proposed Cllr C Pattison, seconded Cllr Mrs J Smith and unanimously*

**RESOLVED:** To **RECOMMEND** that the Council adopts the above policy incorporating the amendment as stated above.

**1713F TO DISCUSS THE MEMBERSHIP OF A STANDING ORDER WORKING PARTY**

*Proposed Cllr T Holmes, Seconded Cllr Mrs P Moisey*

**RESOLVED:** That the working party would consist of the four committee's chairman and the chairman of the Council (making 5 members) giving continuity and certainty.

**1714F TO DISCUSS ANY SUCH INFORMATION WHICH THE CHAIRMAN MAY LEGALLY BRING TO THE COUNCIL'S ATTENTION**

*The Clerk* – Reported that following the issue of the 'Self Help and Mutual Aid' documents from LCC contact had been made by Hamish McConchie of the Highways Boston Depot stating that if we wished to take receipt of their offer of salt it would be delivered Friday of this week (w/e 06/02/15).

Cllr Roy McKinney informed the members that the working party had met on this subject but that two members were in favour of the idea and two were against and therefore no decision had been made.

The general opinion was that the matter was too complex and probably unworkable and that we should decline the offer on this occasion.

*Proposed Cllr B Russell, Seconded Cllr P Fellows and unanimously*

**RESOLVED:** that the Clerk write to Lincolnshire County Council informing them that at this juncture we are unable to take up their offer but that we would come back to them at a time when we had worked out how we would operate this system.

*Due to there being no further business the Chairman declared the meeting closed at 8.26 pm*