

REPORT of the meeting of the Finance and Policy Committee
held on Thursday 13 December 2018

Present: Cllr Angela Symonds (Chairman)
Cllr Benj Emmerson
Cllr Shirley Holloway
Cllr Clive Parkinson
Cllr Guy Rawlinson
Cllr Maggie Tyrrell (arrived late)

Louise Powell (Town Clerk)
Wendy Sydenham (Administrator)

1. TO RECEIVE ANY APOLOGIES FOR ABSENCE

Cllr Bob Griffin (out of Thornbury)
Cllr Helen Harrison (out of Thornbury)
Cllr Matthew Stringer (out of Thornbury)

2. TO RECEIVE ANY MEMBER'S DECLARATIONS OF INTEREST

There were no member's declarations of interest.

3. TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

Two representatives of the local radio station in Thornbury were in attendance and addressed the Committee. They tabled a paper containing information on the local radio station including its intention to obtain a FM broadcast license. They asked the Committee to consider supporting the radio station and outlined the costs involved in obtaining the FM license and ongoing operating costs. The Committee confirmed that it supported the concept of having a local radio station and would be very happy to consider a request for financial support through the normal grants process which would be open again in October/November 2019. The representatives agreed that they would include the Committee's willingness to consider an application through the grants process next year, and its history of supporting similar local community organisations, in its FM broadcast license application. The Chairman confirmed that she would be happy to provide some words of support to include in the application in her capacity of Mayor of Thornbury. The Chairman thanked the representatives for attending the meeting.

4. TO RECEIVE AN UPDATE ON AND CONSIDER MATTERS ARISING FROM THE FINANCE & POLICY COMMITTEE MEETING OF 25 OCTOBER 2018 NOT COVERED ELSEWHERE ON THE AGENDA

The report of the Finance and Policy Committee meeting of 25 October 2018 had been circulated and was noted.

Cllr Maggie Tyrrell provided an update on the bid to the Department of Health to support the development of a primary health care centre in Thornbury. Cllr Tyrrell had heard that the bid had been unsuccessful. Although there had not yet been an official announcement, Thornbury was not on the list of successful bids. The Committee agreed that the Clerk should write to Mr David Jarrett, copied to Luke Hall MP and the Gazette, to express its bitter disappointment that yet again central Government had failed to adequately fund essential improvements to

healthcare in the town, especially in light of its growing population, and to invite him to attend the next Committee meeting to outline the way forward.

5. TO CONSIDER HOW ANY RECEIVED CIL PAYMENTS ARE TO BE SPENT

A background paper on CIL had been circulated and was discussed. It was agreed that in principle CIL funds should only be spent on one-off infrastructure projects, but not projects that would currently be provided by other authorities. It was further agreed that CIL funds should therefore not be allocated towards normal/routine revenue costs. The possible projects that CIL funds could be spent on were discussed and it was agreed that the Clerk would do some more work on the options and this would be discussed further at the full Council meeting in January.

6. TO RECEIVE A REPORT ON POLICING MATTERS

There was no police representative present at the meeting but the October crime statistics for Thornbury and Alveston had been circulated and were noted. The ongoing vandalism at the old Thornbury Hospital site was discussed and Cllr Maggie Tyrrell reported that she would be seeking the view of the police on this issue.

7. TO CONSIDER THE FOLLOWING FINANCIAL MATTERS:

(a) To approve the Accounts for Payment

The Accounts for Payment were tabled and Cllr Clive Parkinson proposed that they be approved for payment. The proposal was seconded by Cllr Guy Rawlinson and unanimously agreed.

ACCOUNTS NOW DUE FOR PAYMENT

Thornbury MOT Centre	MOT Service	50.00
EDF Energy	Electricity Bill	121.88
South Gloucestershire Council	Charges - Grass Cutting/Dog Waste/Floral Display	9473.90
Rexel UK Ltd	Light Fitting	21.12
The Consortium	Stationery & Cleaning Materials	103.81
Thornbury Motors	Petrol	170.57
British Telecom	Telephone Bill	598.29
T. & J. Owen	Winter Planting	541.50
Abbey Loos	Portable Toilet Rental	105.60

(b) To consider options identified as possible funding sources for the new Armstrong Hall as requested by the Armstrong Hall Trust

Cllr Clive Parkinson reported that the consultative document had suggested that the finance for the redevelopment might come from several routes which included (i) a loan taken out by the Town Council, (ii) the s106 finance from Park Farm, and (iii) CIL finance. This matter had been referred by the Armstrong Hall Redevelopment Working Group to the Armstrong Hall Charitable Trust which had agreed to refer this onto Council for it to agree in principle to the funding routes. The Committee considered the funding options on behalf of Council and it was proposed by Cllr Clive Parkinson that these be agreed as acceptable in principle. The proposal was seconded by Cllr Guy Rawlinson and unanimously agreed.

8. **To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of the remaining items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

This was proposed and unanimously agreed.

9. **TO RECEIVE A RECOMMENDATION FROM THE SUB-COMMITTEE ON THE FUTURE PROVISION OF YOUTH WORK IN THORNBURY**

The Clerk provided an update on process to commission youth work in Thornbury. Only one bid had been received and this bid had met the criteria in marking scheme. The sub-committee had interviewed the potential provider and wished to recommend that they be awarded the contract subject to further negotiations on firmer targets and reporting processes which would be clarified in the Service Level Agreement. One reference had been received for the potential provider, and one more was awaited. The Clerk confirmed that authorisation was sought from the Committee to proceed to completing a Service Level Agreement between Council and the provider. This Agreement would then be taken to full Council for final agreement. Cllr Clive Parkinson proposed that this be authorised. Cllr Guy Rawlinson seconded the proposal and it was unanimously agreed.

The Clerk confirmed that South Gloucestershire Council had agreed to discuss the youth work provision they would be commissioning to ensure there was no overlap. It was also confirmed that the plan would be for us to commission two youth club nights to take place in the town centre.

The issue of which Committee would take responsibility for overseeing the youth work was discussed and it was proposed by Cllr Clive Parkinson that the Finance and Policy Committee do this. The proposal was seconded by Cllr Guy Rawlinson and unanimously agreed.

10. **TO RECEIVE AN UPDATE ON ACTIONS REQUIRED FROM THE GENERAL RISK ASSESSMENT AND FIRE RISK ASSESSMENT REPORTS AND TO APPROVE PAYMENTS TO ADDRESS THE ACTION**

- (a) To consider quotations for fireboarding

The Clerk reported that two full quotes and one partial quote had been received for necessary fireboarding works to the Armstrong Hall workshop and under-stage area, and to the Pavilion flat. The Clerk confirmed that this Committee was only required to approve expenditure on the Pavilion flat and requested authorisation to proceed with the cheapest full quote for that work which was £498. Cllr Maggie Tyrrell proposed that the expenditure be authorised, Cllr Guy Rawlinson seconded the proposal and it was unanimously agreed.

11. **TO CONSIDER QUOTATIONS FOR A TREE SURVEY AND RISK ASSESSMENT**

The Clerk confirmed that it was a requirement of our insurance policy to obtain a tree survey and risk assessment from a qualified person. Two full quotes and one partial quote had been obtained. The Clerk requested authorisation to proceed with the cheapest full quote which was £1650 + VAT. Cllr Maggie Tyrrell proposed that the expenditure be authorised, Cllr Benj Emmerson seconded the proposal and it was unanimously agreed.

12. **TO CONSIDER QUOTATIONS FOR REPLACEMENT GOAL POSTS**

The clerk reported that all of the goal posts had been inspected recently and two had failed the inspection and been condemned (the second pitch in the Mundy Playing Fields and the main 11-a-side pitch in the Chantry Playing Field). Quotes were being sought for replacement goal posts, although only one had been received so far. The Clerk requested authorisation to

proceed with the cheapest quote, once three quotes had been obtained, up to the value of £1550 + VAT. Cllr Clive Parkinson proposed that the expenditure be authorised, Cllr Benj Emmerson seconded the proposal and it was unanimously agreed.

13. TO RECEIVE ANY CORRESPONDENCE AND NOTICES TO BE DEALT WITH ON THE GROUNDS OF URGENCY

- (a) A letter was tabled from a member of the public regarding the Remembrance Day events in Thornbury. The Committee confirmed that the Town Council had always been very supportive of whichever organisation was taking the lead in organising the town's Remembrance Day events. Cllr Clive Parkinson proposed that we continue to support and rely on those organisations and not to make any changes to this. This proposal was seconded by Cllr Shirley Holloway and unanimously agreed. It was noted that, of course, if those organisations wished to involve the member of public in the process, that was a decision for them to make. It was further agreed that Cllr Shirley Holloway would reply to the member of public and copy in St Mary's Church and the Royal British Legion.