

Sandy Town Council

Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 18 April 2016 commencing at 7.30pm.

Present: Cllrs P N Aldis, P Blaine, A M Hill, W Jackson, C Osborne, M Pettitt, M Scott (Chairman) and P Sharman.

Absent: Cllrs G Leach and D Sharman.

In attendance: Cllr T Cole, Mr C Robson (Town Clerk) and one member of the public.

	<i>Actions</i>
<p>1 Apologies for absence (80-2015/16) Apologies were received from Cllrs G Leach and D Sharman</p>	
<p>2 Declarations of interest (81-2015/16) i) Declarable pecuniary interests – None ii) Non pecuniary interests – None.</p>	
<p>3 Minutes of previous meeting (82-2015/16) RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 14 March 2016 and to approve them as a correct record of proceedings.</p>	
<p>4 Public Participation Session (83-2015/16) Cllr Hill informed the committee that a member of the public had asked whether the Council would look at providing public toilets at the Sunderland Road recreation ground.</p> <p>A member informed the committee that there had been toilets in the former pavilion but these had been closed due to vandalism and this would be a potential issue with any toilets provided on the site. A member stated that there were toilet facilities in the Jenkins Pavilion, but these were only accessible when the pavilion was being used.</p> <p>A member stated that the matter deserved further consideration and discussion and should be brought back to a future agenda. It was proposed and agreed that the matter be brought to the next Community Services and Environment Committee meeting for consideration.</p> <p>The member who had received the request from the member of the public would write back informing him that the matter would be discussed at a future meeting and that he should attend and speak on</p>	<p>Admin</p> <p>Cllr Hill</p>

Sandy Town Council

the matter.

5 Financial Reports (84-2015/16)

i) A balance sheet and detailed financial report showing income and expenditure against the revenue budget for year to 29 February 2016 had been circulated in advance of the meeting.

A member asked why the refuse collection budget was overspent. The Town Clerk informed the committee he would look into the matter.

Town Clerk

A member requested that the transfer of £15,000 earmarked from Fallowfield reserves be transferred into revenue before the end of the financial year. This money represents work done to maintain Fallowfield, including grass cutting and maintenance and should be transferred to reflect this.

Town Clerk

RESOLVED to note the report.

ii) An overview of the budget was presented by the Town Clerk.

The Chair informed members that although it showed a large surplus there was one more month of the financial year to go and this surplus would be more in line with what had been budgeted for.

Members reviewed the report and commented as follows;

A member flagged up that although cost center 500, (Play Areas and Open Spaces) was largely underspent this year he would not expect this to be the case going forward. Bedford Road play equipment is well used and in need of some serious work and refurbishment. The Town Clerk informed members that the office was working on a review of all Council owned play equipment in preparation for a s106 application. The Chair asked that this report come to the next PF&R committee meeting.

Town Clerk

A member asked whether the amount shown under the Christmas lights expenditure and income was now up to date. The Town Clerk informed the committee that it was.

A member asked whether the surplus budget in 506 could be carried forward to the next financial year in case the Council needed to purchase a bus stand for Fallowfield. It was commented that as the Council had not yet discussed or agreed the purchase of a shelter that it would not be appropriate to roll money forward and that if this was a required expenditure it would come from the Rolling Capital Fund.

Sandy Town Council

A member asked whether the commission earned from Safford's coaches bookings justified the level of work involved carrying out the bookings and refunds. The Town Clerk informed members that the Council did not receive a large level of income from the bookings and that there were often cancellations of day trips which required refunding. It was requested that this matter come back for discussion if there is an issue with the level of work involved.

Admin

A member asked that the rent due from the Cricket Club and Cadets be chased.

Admin

RESOLVED to note the report.

iii) A schedule of payments made since previous meeting.

A member queried a payment marked 'J Sparrow Training' and was informed that this was for Councillor training with BATPC.

RESOLVED to approve the schedule of payments.

iv) Bank reconciliations and statements.

RESOLVED that Cllr Scott scrutinise the bank reconciliations and statements and sign these as approved at the end of the meeting.

6 Action List (85-2015/16)

The Town Clerk presented the Action List which identifies Actions from previous meetings and their status.

The Town Clerk updated the committee on the Sandy Green Wheel following a meeting with BRCC. The initial payment of £2,000 made by STC was a contribution towards the consultation and planning process of a proposed Sandy Green Wheel, which resulted in a Green Wheel master plan setting out the route and works required. During the past two years BRCC has secured various funding from s106 and CBC Green Infrastructure fund for work along the route of the Green Wheel. It had been hoped work would have started in 2015; however negotiations with various landowners are still ongoing. It is anticipated that work on improving pathways/cycle ways and landscaping along some areas of the route will be carried out in 2016. Cliff Andrews of BRCC is happy to come and update the committee but has suggested he do this after his next round of funding has been approved. It is hoped that part of this funding will help allocate BRCC time to a Sandy Green Wheel steering group, which he would like the Town Clerk and a Member of Council to sit on. The Town Clerk informed members that he would bring a

Town

Sandy Town Council

written update on the Green Wheel to a future meeting.

Clerk

RESOLVED to note the Action list.

7 Cemetery Extension (86-2015/16)

The Town Clerk presented an additional report to council summarising the Cemetery Working groups recommendation that the committee Resolve to Recommend that Company C be appointed as Archaeological Contractor for excavation on the cemetery land.

The Clerk explained that the Cemetery Working group had sought expert advice to assist with the choosing of a contractor and that the recommendation reflected that advice.

A member of the Working Group informed the committee that without the professional input he would have been at a loss in interpreting the different tenders and that the group had been guided by that advice. It was stated that in reaching their conclusion the Working Group had tried to mitigate costs as far as possible and that he was satisfied that all that needed to be done had been and that a clear and rational recommendation had been reached.

The Chair reminded members that it was something of an unknown and that the actual final cost depended on what was found. However, the Working Group had carefully reviewed and mitigated costs as far as possible.

It was detailed that the Working Group had agreed that the Clerk would negotiate with the selected contractor to work alongside a local groundwork contractor to reduce plant machinery costs. It is in the intention to have one contractor carry out the clearing and backfilling of the site, the build of the new depot and demolishing of the old. This will allow the two contractors to work closely together with overall project management by the Council.

RESOLVED to **RECOMMEND** that Company C is the preferred tender and that the tender bid be accepted.

8 Clerk RFO (87-2015/16)

RESOLVED that the Town Clerk adopt the role of Responsible Finance Officer following the completion of the 2015/16 financial year. That a letter of thanks be sent to Mr Derek Kemp, the Council's accountant, for stepping in to take on the role.

Admin

Sandy Town Council

9 Tourist Information Signage (88-2015/16)

The Chair briefly went through the report received from the Town Clerk. Members then discussed and commented as follows;

Members commented that the signs on the A1 point to a service that is no longer offered and as such CBC, who took over from Mid Beds who had the signs installed, should arrange and pay for their removal.

The Town Council has a responsibility to promote its facility and as such should have the Tourist Information signs within the town altered with a vinyl sign put over the current wording.

Members briefly discussed the lack of signage on the A1 directing people to Sandy town centre and that this issue should be forwarded to Cllr M Russell as part of the Councils comments to the A1 stakeholder group.

RESOLVED that the tourist information signs within the town be amended to direct towards the 'Town Information Point' and that a budget of £100 per sign be allocated with authority delegated to the Clerk for the work to be done.

Town Clerk

RESOLVED that the Town Clerk write to CBC asking that they arrange for the removal of the now redundant Tourist Information signs on the A1 at their expense.

Town Clerk

10 NALC Financial Briefings (89-2015/16)

Members noted that NALC financial briefing documents.

11 Ivel Sprinter (90-2015/16)

Members received and discussed a report from the Town Clerk on a request made by the Ivel Sprinter bus service. Members commented as follows;

A member stated that the service operates as a 'hail and ride' and they do not have specific stops at which to place timetables. Placing this number of cases was for the purpose of advertising and there are more effective ways to do this. Giving funding for cases in this instance could set a precedence. It was commented that the Council should not be putting one community bus service above another.

Councillors stated they wished to support the Ivel Sprinter through the use of Council notice boards, reception office and the website. It was noted that there are a variety of other ways to advertise and that the service should target the library, shops and surgeries.

Sandy Town Council

Members felt that the addition of cases to lampposts and poles would create more signage and street clutter and as there are no specified stops information could be missed anyway.

However, members felt there were some potential sites where the information could be displayed affectively alongside stagecoach information and that this needs careful consideration and round the table discussions with other service providers. Members felt strongly that a co-ordinated approach was needed with all other service providers and that timetable cases should give information from each provider, not just one.

It was **RESOLVED** to reply to Ivel Sprinter stating that whilst the Town Council wishes to support the Ivel Sprinter in all it does and give them every opportunity to advertise, however Councillors have concerns about the concept of advertising around town via numerous timetable cases. In addition Councillors would ideally like to see all operatives harmonise their timetabling and advertising.

Town
Clerk

12 Chairman's Items (91-2015/16)

There were no Chairman's items to note.

13 Date of Next Meeting – Monday 23 May 2016 (92-2015/16)