

# 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 29 April 2019 commencing at 7.30pm.**

**Present:** Cllrs P Blaine (Chairman), A Gibson, A M Hill, W Jackson, M Pettitt, M Scott and P Sharman.

**In attendance:** Cllrs N Aldis and T Knagg, and Mr C Robson (Town Clerk)

	<i>Actions</i>
<p><b>1 Apologies for absence (122-2018/19)</b> Apologies for absence had been received from Cllrs Cole, Osborne and Sparrow.</p>	Admin
<p><b>2 Declarations of interest (123-2018/19)</b> There were no declarations of interest.</p>	
<p><b>3 Public Participation Session (124-2018/19)</b> No members of the public were present.</p>	
<p><b>4 Minutes of previous meeting (125-2018/19)</b> <b>RESOLVED</b> to receive the minutes of the Policy, Finance and Resources Committee held on 11 March 2019 and to approve them as a correct record of proceedings.</p>	
<p><b>5 Financial Reports (126-2018/19)</b></p> <p>i) Members received and considered a balance sheet and detailed financial report showing income and expenditure against the revenue budget for March 2019.</p> <p>Members went through each page of the financial reports and reviewed individual budget lines. The Clerk explained that the Council's gas provider had credited the Council with £1,800 following work by the Administration Team Leader to have the Council switched to the correct contract.</p> <p>A Member noted that there were no areas of significant overspend, with the exception of streetlighting. Streetlighting costs are based on the number of failing lanterns and replacement with new LED lanterns.</p> <p>It was <b>RESOLVED</b> to receive and note the report.</p>	
<p>ii) Members received and considered the budget overview report from the Clerk.</p>	

# Sandy Town Council

The Clerk pointed out an error in the report and informed Members that the total amount of the balance held should read £656,286 to match the balance sheet in Appendix I. This error was a typing mistake.

Members discussed the level of works needed on one of the Council's trucks and it was noted that the Council may need to start planning for the purchase of a new truck as part of the 2020/2021 budget process.

A Member queried charges now issued by Barclays. This matter had been discussed at a previous meeting and the Clerk informed Members that the Council has a community account with the bank which operates like a business account. In November 2018 the bank informed the Council that it should have been making charges and that these would start. The Council has allowed for these charges in the 2019/20 financial year and alternative banking arrangements are being investigated.

It was **RESOLVED** to receive and note the report.

- iii) Members considered a recommendation from the Town Clerk on 2018/19 underspend allocation.

Members noted the main areas of underspend and it was **RESOLVED** that underspend be allocated to the Cemetery Development Earmarked Reserves.

- iv) Members approved a schedule of payments made since the previous meeting. A member queried a payment marked 'Cricket Club Mileage'. The Clerk explained that this was for fuel and that in future he would ask the accountant to clarify that on the report.

- v) **RESOLVED** that Cllr Blaine scrutinise the bank reconciliations and Statements and sign these as approved at the end of the meeting.

Cllr  
Blaine

## 6 Action List (127-2018/19)

Members received and noted a copy of the Action List.

Members noted that work on the construction of the depot and car park continues to progress and that the roof was due to go on the following week. Discussions are ongoing with UK Power on the electricity connection quotations.

The Clerk informed Members that the archaeologist was still working on post excavation works but that the document/report that would result

# Sandy Town Council

from this would be in the form of an academic journal rather than a popular document the Council could use for the public. The Clerk is working with CBC to look at ways a new Roman Sandy publication could be brought forward.

It was noted that a response from BT on whether an application to place a defibrillator in the unused phone box outside the Co-op would still take approximately another 40 days.

## 7 **Flag Flying Policy (128-2018/19)**

The committee received and considered a draft Flag Flying Policy.

A Member commented that to raise the Union Flag on each of the dates in the draft policy was too much and risked bringing the flag into disrepute. The use of the flag should be limited to celebrating the birthdays of the Monarch, the Monarch's Consort and the Heir Apparent, along with special events. It must be kept manageable and meaningful.

A Member stated that he felt the Union Flag should be flown every day and queried the rules which said that the Flag could be flown at half mast for a local dignitary, as CBC had previously said this could not be done.

A Member said that the town should also fly the Bedfordshire Flag on Bedfordshire day. It was commented that this was covered in section 6 under 'Other Flags'.

It was Proposed, Seconded and **RESOLVED** that section 6 of the Policy be approved and that the appropriate flags be flown on Commonwealth Day, St Georges Day and Bedfordshire Day.

Admin

Members considered section 9 of the report and **RESOLVED** that the Council should purchase the following flags to allow for flags to be flown at 10 Cambridge Road and Faynes Corner;

Admin

- 1 X Union Flag
- 1 X St Georges Flag
- 2 X Bedfordshire Flags
- 2 X Commonwealth Flags
- 1 X Polish Flag
- 1 X French Flag

It was Proposed and Seconded that the Union Flag only be flown on the following occasions;

- Birthday of the Monarch (21<sup>st</sup> April)
- Birthday of the Monarch's Consort

# Sandy Town Council

Birthday of the Heir Apparent

On the first working day following the birth of a new royal baby  
Remembrance Day

A Member Proposed that the flag also be flown on the anniversary of the Queen's Assent and the Coronation. This proposal was not seconded.

The committee considered a suggestion by a Member that other groups should be allowed to fly flags from the pole on significant days to make it a community asset, for example organisations such as the scouts, cadets or Woman's Institute. Members expressed concern about how this would be managed and that it may invite the possibility of unwelcome or controversial flags being flown. Members pointed out that section 3.2 of the policy allows for the Clerk and Mayor to fly the Union Flag on other occasions of significance and that this could also be applied to section 6 of the policy, 'Other Flags'.

It was proposed, seconded and **RESOLVED** that section 6 include authority for the Clerk and Mayor to fly other flags on days of significance.

It was Proposed, Seconded and **RESOLVED to RECOMMEND** that the Flag Flying policy be adopted by the Council subject to the following amendments;

- The Union Flag to be flown on the following occasions;
  - Birthday of the Monarch
  - Birthday of the Monarch's Consort
  - Birthday of the Heir Apparent
  - On the first working day following the birth of a new royal baby
  - Remembrance Day

## **8 Chairman's Items (129-2018/19)**

There were no Chairman's items.

## **9 Date of next meeting (130-2018/19)**

It was noted that the next Policy, Finance and Resources meeting will be the first meeting of the new Council's Policy, Finance and Resources Committee on 10 June 2019.

Full  
CI