

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 28 March 2022 commencing at 7.30pm.

Present: Cllrs J Hewitt, R Lock, C Osborne (Chair), M Scott and P Sharman.

Absent: Cllrs N Aldis, P Blaine, A M Hill, W Jackson and M Pettitt

In attendance: Cllr L Ivanciu-Wilkinson, Anne Elliott-Flockhart (Administrator) and two members of the public.

The Chair sent best wishes to all members who were unable to attend due to ill health.

	<i>Actions</i>
<p>1 Apologies for absence (133-2021/22) Apologies had been received from N Aldis, P Blaine, A M Hill and M Pettitt.</p>	Admin
<p>2 Declarations of interest (134-2021/22) i) Declarable pecuniary interests – None ii) Non pecuniary interests – None</p>	
<p>3 Minutes of previous meeting (135-2021/22) RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 21 February 2022 and to approve them as a correct record of proceedings.</p>	Admin
<p>4 Public Participation Session (136-2021/22) Two members of the public were present to speak on agenda item 6 – grant applications, and agenda item 8 – Sandye Place Maintenance. The Chairman informed the committee that he intended to take agenda items 6 and 8 together, so the matter for which the members of the public were attending could be dealt with first.</p>	
<p>5 Financial Reports (137-2021/22) i) Members noted that only a summary page for the balance sheet had been printed for members, although the copy on the website and the copy sent electronically to members were correct. Full copies were available at the meeting.</p> <p>The balance sheet and detailed financial report showing income and expenditure against the revenue budget for February 2022 was considered.</p>	Town Clerk

Sandy Town Council

RESOLVED to note the report.

ii) An updated overview of the budget was presented at the meeting by the Chair, as a small amendment had to be made to the percentages.

RESOLVED to note the report.

iii) A schedule of payments made since previous meeting.

RESOLVED to approve the list of February 2022 payments.

iv) Bank reconciliations and statements.

RESOLVED that the Chair of Policy Finance and Resources check and approve the bank reconciliations and statements.

6 Grant Applications (138-2021/22)

Members received and considered a grant application from Sandy Carnival Association.

Admin

It was **RESOLVED** to award a grant of £522 to Sandy Carnival Association subject to the event going ahead.

7 Sandye Place Maintenance (139-2021/22)

The Chairman took agenda item 8 early in the meeting as members of the public could leave, if they wished, once the item was complete.

Town Clerk

Members received a verbal report from the Chair and Deputy Mayor regarding the maintenance of the grass at Sandye Place.

Central Bedfordshire Council had cited a letter from the previous Clerk, which they have misinterpreted to renege on their agreement to undertake the maintenance works at Sandye Place, ahead of the Jubilee and Carnival which are due to take place there. It was felt that if the costs were too prohibitive Council would look to hold the Jubilee event elsewhere.

The Clerk had not received an update from CBC as of last Wednesday, but the Clerk was of the view that they would be unlikely to make a charge.

A member recalled a site meeting which he had attended with the previous Clerk, members of the carnival association and a representative of CBC where it was stated that CBC would undertake the majority of the maintenance work with STC doing a final grass cut

Sandy Town Council

just before the event, when the grass would be at a manageable level for STC mowers.

It was noted that CBC Cllr Maudlin supports STC in this matter and is looking back through her correspondence for evidence in support.

The Chair noted an offer made to Councillor Aldis from Sir Peter Kendall, former-Chair of NFU, to cut the grass for us at no cost if CBC would allow.

It was agreed that things seemed more hopeful this week than they did at last week's Community Services & Environment Committee meeting.

8 Council Risk Assessment (140-2021/22)

Members reviewed the Council's Risk Assessment. It was noted that this was an important document which must be reviewed on an annual basis.

It was **RESOLVED** to approve the following amendments subject to the Clerk's agreement:

i) Page 23 of agenda – Election Costs

Election costs are marked as low/medium risk but it was felt that we shouldn't think of an election as being a risk. We budget for them and have an earmarked reserve for casual vacancies therefore it was agreed that the risk should be low not medium.

ii) Page 24 of agenda – Insurance

Again, it was felt that procedures are adequate and this should be low rather than medium risk.

iii) Page 25 of agenda – Legal Liability

Members were not sure why this was seen to be a medium risk but agreed to err on the side of caution and leave it as a medium risk.

iv) Page 25 of agenda – Loss of Legal Documents

Members were not sure why this would be a medium risk, but it was noted that sometimes legal documents leave the council building, for instance, for the solicitors to register land with the land registry. Members agreed that would increase the risk but the wording in the Risk Assessment should be amended to include this risk.

9 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC **RESOLVED** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. (141-2021/22)

Town Clerk

Town Clerk

Sandy Town Council

9.1 Cemetery – Extension Development (142-2021/22)

Members received a revised quotation for replacement boundary fence at the cemetery.

Town Clerk

After considering the various alternatives it was **RESOLVED** to approve the quotation of £766-21p.

9.2 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC **RESOLVED** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting. (143-2021/22)

10 Electric Vehicle (144-2021/22)

Members discussed the options for the disposal of the current diesel vehicle following agreement to purchase an electric vehicle.

Town Clerk

The electric vehicle is on order and has not been received yet, so it would seem hasty to dispose of the diesel vehicle until the electric vehicle has been delivered. It was noted that the Foreman wished to retain the diesel vehicle to give the grounds team more flexibility.

A member proposed keeping the diesel vehicle until the autumn after the summer season and revisit the decision then. A member asked if the vehicle would need a MOT between now and the autumn.

RESOLVED to defer a decision until the autumn but to advise the Clerk to revisit sooner if there are cost implications to this.

11 Risk Management System (145-2021/22)

Members received a report from the Clerk regarding a Risk Management system specifically designed for Town and Parish Councils to manage local risks.

Town Clerk

Members **RESOLVED** to approve the cost of £198.00 to come from budget code 4020 on cost centre 402.

12 Rotary Club (146-2021/22)

Members received and **RESOLVED** to approve a request from the Rotary Club to use the £400 previously donated for a finger post to pay towards the new skatepark at Sunderland Road with a physical acknowledgement on site.

Town Clerk

Sandy Town Council

13 Councillor and Officer Training (147-2021/22)

Members noted the expenditure of £60 for New Councillor Training and for Year End and Audit Training for the Clerk.

14 Chairman's Items (148-2021/22)

There were no Chairman's items.

15 Date of Next Meeting (149-2021/22)

Monday 16 May 2022.