

HEREFORD CITY COUNCIL

FINANCE AND POLICY COMMITTEE 8th April 2014

MINUTES OF MEETING

Present: the Right Worshipful the Mayor and Councillors Tawn, Boulter, Oliver, Wilcox and Chave.

Officers Attending : Steve Kerry, Town Clerk and Lesley Bruton, Finance Officer

F2014/15.01 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Chappell, Michael and Toon.

F2014/15.02 SUBSTITUTIONS

None

F2014/15.03 DECLARATIONS OF INTEREST

None

F2014/15.04 MINUTES OF PREVIOUS MEETING

It was proposed by the Mayor, seconded by Councillor Wilcox and

RESOLVED That the minutes of the meeting of 25th February 2014 be agreed as an accurate record and signed accordingly.

F2014/15.05 CLOSED CIRCUIT TELEVISION – PROPOSED SERVICE LEVEL

It was noted that Debbie Stringer Herefordshire Council's CCTV Manager was unable to attend the meeting. In her absence the Town Clerk reported orally on her message regarding £84,000 per annum secured from the Police and Crime Commissioner and the need to stabilise funding for three years. Members noted that it would be to the benefit of the Council to have a fixed sum in the budget and would hopefully secure the participation of all funding partners on a similar basis if the Commissioner and Council entered into agreements.

It was also noted that the active involvement especially of the Deputy Commissioner in the city and county has been positive and much appreciated.

It was proposed by Councillor Tawn, seconded by Councillor Wilcox and

RESOLVED

That the Town Clerk be authorised to enter into a three year service level agreement based on existing service levels and financial contribution.

F2014/15.06 ACCOUNTS PAID

The Finance Officer presented a schedule of payments made since the last meeting of the Committee.

In answer to questions from members it was confirmed that :

The drop in salary costs from February to March, which was because the February figure had included some back pay for an officer.

The approval of a budget gives, within Financial Regulations, approval to officers to spend on the subject for which that budget is created up to the amount stated. Larger items are in any case always reported to Committee. (There may be a case for including a cash limit for single items within a revision of Financial Regulations.)

The purchase of ties was the first for about fifteen years and to take advantage of bulk discount one hundred had been ordered which would last for many years to come.

The schedule was noted by the Committee.

F2014/15.07 LOCAL GOVERNMENT PENSION SCHEME

In answer to a query it was explained that employers' contribution rate for 2014/15 has remained the same since the last triennial valuation. Next year there will be a slight reduction in the anticipated rate for 2015/16. The effects on Officer's contributions from the changes to employee's contributions were marginal or non-existent. It was noted that there was only one stage of appeal for adjudication.

It was proposed by Councillor Tawn, seconded by Councillor Wilcox and

RESOLVED

That employee LGPS contribution rates, with effect from 1st April 2014, be applicable to their annual rate of contractual pay (as at 1st April 2014).

That casual workers or employees on zero hours contracts, contributions be based on the hourly contractual rate multiplied by an estimate of the number of hours to be worked in a full year.

That the banding be reviewed every 3 months, with an agreed automated process with Shropshire Council (payroll bureau) where an employee's contractual pay changes to a higher band.

That the Town Clerk notifies employees who are active members of the Scheme of their band and right to appeal.

That the Town Clerk be identified as the adjudicator except in the case of the Town Clerk who shall direct any appeal regarding his own banding to the Chairman of Governance and Procedures Committee.

F2014/15.08 SUPPLEMENTARY ITEM AFFILIATION TO HEREFORD VOLUNTARY ORGANISATIONS SUPPORT SERVICE

With agreement of the Committee the Chairman took the supplementary item previously circulated at this point in the meeting.

The Town Clerk gave a brief account of the changes to funding for HVOSS and referred to the report circulated with the supplementary agenda.

Councillor Wilcox declared a non-pecuniary interest in that his wife is Chairman of HVOSS.

It was proposed by Councillor Chave, seconded by Councillor Oliver and

RESOLVED

That in order to support HVOSS in providing continuity of support to voluntary groups and advice to the Council, the Committee resolves to support affiliation at a cost of £30-00 and authorises officers of the Council to complete the application process.

Councillor Wilcox abstained from voting on this matter.

F2014/15.09 ITEMS FOR FUTURE MEETINGS

Review of financial regulations including approval of payments and electronic payments.

Annual report and statement of accounts

Review of ward spending procedures in the light of boundary changes to predominantly single member wards.

F2014/15.10 DATE OF NEXT MEETING

3rd June 2014 at 6 pm

The Chairman, Councillor Tawn, thanked everyone for nominating him to the role two years ago, re-nominating him last year and for their support in progressing the business of the Committee.

Meeting closed at 6.30 pm

Signed

Date