

HEREFORD CITY COUNCIL
FINANCE AND POLICY COMMITTEE 19th February 2019

MINUTES OF MEETING

Present : Councillors Marcelle Lloyd-Hayes, Phil Edwards, Clive Butler, Len Tawn, Paul Stevens and Mark Dykes

In attendance : Steve Kerry Town Clerk

At the start of the meeting the Chair reminded members of the fire procedure.

FP2018/19.76 APOLOGIES FOR ABSENCE

Apologies were noted from Councillors Michael, Rone and Wilcox

FP2018/19.77 SUBSTITUTIONS

None

FP2018/19.78 DECLARATIONS OF INTEREST

None at the start of the meeting

FP2018/19.79 MINUTES OF THE PREVIOUS MEETING

It was noted that minutes would have numbered pages in future as well as the item numbering.

It was proposed by Councillor Edwards, seconded by Councillor Lloyd-Hayes and

RESOLVED That the minutes of the meeting of 15th January 2019 be accepted as an accurate record and be signed accordingly by the Chair.

FP2018/19.80 SCHEDULE OF PAYMENTS

As the schedule had been produced too late to go out with the agenda members raised their questions at the meeting from the circulated report.

In answer to a query about flowers for Councillors who were unwell, suffer bereavement etc, the Clerk confirmed that at one point this had been stopped by decision of Council. However, the member that moved that had herself been unwell for some time and on return had complained vociferously about not getting a card or flowers and he believed in that context the earlier decision was reversed. As the Clerk did not have the relevant minutes to hand he would advise members by email of the full facts.

To resolve the matter now it was proposed by Councillor Tawn, seconded by Councillor Lloyd-Hayes and

RESOLVED That it is acceptable for councillors to be sent flowers when taken ill or suffering bereavements up to a value of £30-00 plus delivery and VAT.

The entries marked "Rev Jan19 CQS Entered Dec 18" and "Jan 19CQS Entered Dec 18" represent a correction of a book keeping error in term of when items were presented to the accounts. The Clerk would supply further details by email. If

possible a narrative note for unusual entries like this would be added to future reports.

It was also noted that the charge for the repairs to the notice board at ASDA was high because it was so badly damaged it was in fact completely replaced apart from the posts.

It was noted that the low VAT on the Shropshire Council item is due to the fact that VAT is only payable on the service charge for the outsourced payroll, the majority of item shown is to cover salary, employer's pension contributions and National Insurance obligations and tax and contributions deducted from employees.

The query about what was covered by the payment to SLCC for CiLCA was partly answered, in that it is believed to be one payment for all the current training undertaken by the Deputy Town Clerk. Only the travelling costs will recur. The Clerk will check and confirm by email.

Finally, it was confirmed that the works needed to clear the Holmer Road footpath alongside the allotment were scheduled for the coming Saturday in the early morning to avoid obstructing pedestrians.

FP2018/19.81 BANK RECONCILIATIONS

The reconciliations were noted subject to the signature of the designated member. (Note for information Cllr Wilcox signed the reconciliations on 21st February 2019)

It was noted that at the next meeting members would have a report suggesting some reduction in the number of bank accounts held, closing some redundant ones and reviewing the balance between interest earned and instant access to support the current account.

FP2018/19.82 EXTERNAL MEETINGS

The Clerk presented his report following his recent meeting with the Chief Executive of Herefordshire Council. In response to a question the meaning of paragraph 2.4 was clarified "whose" should read "who's". It was noted that Council had received information from a member of the public at its last meeting about her plans to try and reinvigorate the library and develop the frontage. While these were very exciting ideas there is an issue with planning approval for alterations to a listed building and a member had assisted the lady to seek professional advice at an early stage. It was noted with concern that a very well informed and competent group who had put together a comprehensive plan for the library now seemed to be out of the picture and that the tender being offered by Herefordshire was to run and maintain a service rather than renew or develop it.

The news of Herefordshire's ambitions for High Town and the ongoing regeneration of Broad Street and surrounding are driven by the extensive refurbishment of the Green Dragon Hotel was received with approbation.

It was noted that Ross Town Council had signed a nine year funding agreement for their CCTV without an SLA in place. It was confirmed that the position taken by the Clerk in discussion with Herefordshire was sound and was supported by the Committee.

Otherwise members thanked the Clerk for a very clear and helpful note of what had clearly been a productive meeting.

FP2018/19.83 KEY PROJECT UPDATE

The Clerk presented his report. It was noted that scaffolding is now down to the balcony level as the roof repairs and flashings on the Town Hall have been done. However, the news that corrosion of structural steel is worse than previously thought means that works will inevitably go into the next financial year and will need further approval from Herefordshire Council through their capital programme.

The surveyor had walked through with the Clerk to note areas of damp penetration including the very severe damage to the offices on the top floor. His report had not yet been produced.

After much discussion of the way forward it was decided to replace the recommendations in the report with a new resolution.

It was proposed by Councillor Butler, seconded by Councillor Edwards and

RESOLVED

The Clerk will write to Property Services copying Alastair Neil, Richard Ball and Councillor Bramer reiterating the Council's wish to proceed with this matter and obtain up to date reports on revised works and the damp repairs issues. The letter to be circulated in draft to committee members and to be sent on behalf of all seeking regular meetings to maintain progress once it is agreed.

FP2018/19.84 ITEMS FOR FUTURE MEEITNGS

Month end report from March 2019 (note this is not closure of accounts at year end).

Review of accountancy support from DCK

FP2018/19.85 DATE OF NEXT MEETING

It was noted that in order to give time for months end reports to be prepared for the next meeting previously set for 2nd April 2019 would now be

Tuesday 16th April 2019 at 6 pm at the Town Hall.

There being no further business the meeting closed at 7-05 pm

Signed

Date