

Abingdon-on-Thames Town Council
Draft Minutes of the Finance & General Purposes Committee
on Tuesday 10th January 2017 at 7pm
in the Roysse Room, Guildhall, Abingdon-on-Thames.

Present

Cllr Mike Badcock	Chairman
Cllr Dennis Garrett	Vice-Chairman and Chairman of Guildhall Committee
Cllr Alice Badcock	Mayor of Abingdon-on-Thames (Ex-officio)
Cllr Samantha Bowring	
Cllr Margaret Crick	Chairman of Planning, Highways & Consultations
Cllr Monica Lovatt	Chairman of CH Museum Management Committee
Cllr Sandy Lovatt	Chairman of Amenities & Recreation Committee

In Attendance

Cllr Vicky Jenkins	
Mr Nigel Warner	Town Clerk
Mr Steve Rich	Head of Services/Assistant Town Clerk
Mrs Susan Whipp	Treasurer/RFO (Clerk to the meeting)

Eight members of the public.

F126 **Apologies**

Apologies for absence were received from Cllrs Helen Pighills, David Pope and Andrew Todd. It was also noted that Cllr Alice Badcock (Mayor of Abingdon-on-Thames, ex-officio) had sent her apologies for being late.

F127 **Declarations of interest**

None.

F128 **Minutes**

The Committee received and considered the minutes of the meetings of the Finance and General Purposes Committee held on 21st September 2016 and 13th December 2016.

With reference to minute F105, the Chairman Cllr Michael Badcock informed the Committee that the next meeting of the Policy Review Working Group will be held on Thursday 26th January 2017 at 2:30pm.

With reference to minute F121, the Chairman informed the Committee that a change of membership of the Personnel Sub-Committee was proposed by the ruling group, with Cllr Vicky Jenkins to be a member in place of Cllr David Pope. This was **agreed**. The Chairman reported that the meeting of the Personnel Sub-Committee will be held on Monday 23rd January at 7pm.

Resolved: that the minutes of the meetings of the Finance and General Purposes Committee held on 21st September 2016 and 13th December 2016 be agreed as a correct record and signed by the Chairman.

F129 **Statements and Questions from the public**

The meeting was attended by representatives and users of The Abingdon Damascus Youth Project who gave a verbal presentation to support the grant application being considered by the Committee.

(Cllr Alice Badcock, Mayor (ex-officio) and Cllr Samantha Bowring arrived at the meeting during this item, it being 7:06pm).

The meeting was also attended by Mr Neil Tabor, South and Vale Carers who gave a verbal presentation to support the grant application being considered by the Committee.

F130 **Matters referred from other Committees**

(a) **Community Services Committee meeting of 22nd November 2016 – Minute CS26**

It was **RESOLVED** to endorse the recommendation of the Community Services Committee that:

- (i) a grant of £2,684 be awarded to The Abingdon Damascus Youth project.
- (ii) a grant of £7,000 be awarded to South and Vale Carers.

(Cllr Vicky Jenkins left the meeting, the time being 7:35pm).

(b) **Council meeting of 5th October 2016 – Minute 54 (f)**

It was noted that a motion moved at the Town Council meeting had been referred to the Committee under Standing Order 21 (Financial matters).

The Committee considered the motion together with the report of the Town Clerk. The Committee **recommended** approval of the motion subject to the motion being amended at the meeting of the Town Council through the addition of the words underlined:

“Should Abingdon-on-Thames Town Council seek to designate any land owned by Abingdon-on-Thames Town Council to be developed to include the building of residential units, it shall retain the freehold and work with developers to provide residential accommodation for local people at affordable rents which remain in the council’s ownership. Any profits will be used to invest in further affordable accommodation. In implementing this

policy, the Council would require a report from the Town Clerk in relation to the financial implications of any proposed land transaction, including a quantification of any “undervalue disposal” having taken necessary valuation advice. Following consideration, the Council would, should it wish to proceed with an “undervalue disposal” either proceed on the basis that it is relying on the General Disposal Consent (notifying the external auditor accordingly) or seek consent from the Secretary of State.”

(c) Community Services Committee meeting of 22 November 2016 – Minute CS27

It was **recommended** to Full Council that the recommendation of the Community Services Committee that “Town Crier” magazine not be published during 2017/18 be endorsed.

F131 **Financial Report and Estimates 2017/18**

The Committee received and considered the report of the Treasurer/RFO.

The Treasurer/RFO gave an update on the budget proposal and explained that some additional items of proposed expenditure had since been identified. The Treasurer circulated a paper which detailed the following amendment:

Current year band D = £115.23

Total revenue estimate as per Treasurer’s Report £1,407,271
(band D of £117.05)

Additional items of spend identified:

Museum additional requirement of	£ 12,500
IT expenditure	£ 25,000
Possible Royal event	<u>£ 1,000</u>
Revised Total requirement	£1,445,771

This would result in a band D of £1,445,771 / 12023.2 = £120.25

If limit band D was increased by £5 this would mean **£120.23**
(would find required £240 savings within IT budget)

The Committee discussed this proposed amendment. Cllr Samantha Bowring stated that the opposition group planned to bring an alternative budget to the Full Council meeting on 25th January 2017. The Treasurer/RFO reminded all members of the Committee that she was able to assist with any budget queries or alternative calculations but requested that sufficient time be allowed to check any calculations prior to that meeting. She also reminded members that she works part time hours and asked members to be mindful of this when making requests for information.

It was **RESOLVED** that:

- (i) The schedule of accounts for the period 1st September 2016 to 30th November 2016 be approved;
- (ii) The management accounts for the period up to 30th November 2016 be approved.

It was **recommended** that:

- (i) All recommendations included within the Treasurer's Report regarding fees and charges be approved;
- (ii) The draft budget estimates for 2017/18 be approved in the sum of £1,445,771 (net expenditure);
- (iii) The total net spending provided in the estimates for 2017/18 amounting to £1,445,771 be funded by way of precept;
- (iv) The Council request the District Council to levy a precept, for Town Council purposes, amounting to £1,445,771 for the financial year 2017/18.

F132 **Internal Audit Report**

The Committee received and considered the report of the Internal Auditor.

It was **RESOLVED** that the report of the Internal Auditor be approved.

F133 **General Report of the Town Clerk**

The Committee received and considered the general report of the Town Clerk which included the Annual Report from the Council's Honorary Archivist, Mrs Jackie Smith. The Committee thanked Mrs Smith for her longstanding service to the Town Council.

F134 **Publicity**

The Committee considered any areas requiring publicity.

It was **RESOLVED** that a press release on the update of the plans for The Abbey Hall would be made after the meeting of Full Council on 25th January 2017.

F135 **Date of next meeting 2016/17**

The Committee noted the date of the next meeting, Tuesday 14th March 2017.

F136 **Exclusion of the public, including the press**

It was moved by the Chairman of the Committee, Cllr Mike Badcock and **RESOLVED:**

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.

F137 **Confidential Appendix**

The Committee received and considered the draft confidential appendix to the minutes of the meeting of the Finance and General Purposes Committee of 21st September 2016.

It was **RESOLVED** that the draft confidential appendix of the meeting of 21st September 2016 be approved as a correct record.

F138 **Matter referred**

The Committee received and considered the confidential report of the Town Clerk.

(a) **Amenities and Recreation Committee of 7th December 2016**

Recommended: that the recommendations in the confidential appendix be approved.

(b) **Guildhall Committee of 13th December 2016**

Minute G37 Guildhall Development Project

That the recommendation detailed in the confidential appendix to the minutes of the Guildhall Committee be approved subject to the amendment detailed in the confidential appendix to these minutes.

Minute G38 – Roysse Court Gardens

- (i) To allocate a budget for the refurbishment and improvement of the Roysse Court Gardens, as detailed in the confidential report of the Town Clerk and in particular appendix 1 of the report, this budget to be funded from the Council's Pooled Property Budget. (*Budget figure redacted at this stage for reasons of commercial sensitivity – see confidential appendix to minutes*).
- (ii) That authority be delegated to the Town Clerk in consultation with the Chairman and Vice-Chairman of the Committee to appoint the necessary professional support for this scheme.
- (iii) That following the advice from the professional employed at (ii) above, to further delegate authority to the Chairman and Vice-Chairman of the Guildhall Committee to agree the specification of works and decide

which firms to invite tenders from, including whether to advertise for this opportunity and if so, where to advertise.

The Meeting rose at 8:45 pm.

DRAFT