

OPEN SESSION: There were no members of the public present.

MINUTES OF THE POLICY & FINANCE COMMITTEE

Held on 17th February 2010 at 7.00pm

PRESENT: Cllr J D Heron (Chairman)
Cllr W S Rippon-Swaine (Vice Chairman)
Cllr N J Chard
Cllr N R G Clarke
Cllr L C Ford
Cllr B H Terry

IN ATTENDANCE: Terry Simpson, Town Clerk
Martin Townsend, Finance Manager
Claire Perrens, Meetings Administrator

F/4528 APOLOGIES

The Town Clerk reported that apologies for absence had been received from Cllr Woodfield and Cllr Urwin.

F/4529 DECLARATIONS OF INTEREST

Cllr Terry declared a personal and prejudicial interest in Bowls Club Path – for details see F/4537 below.

F/4530 MINUTES OF THE LAST MEETING

RESOLVED: That the minutes of the meeting held on 20th January 2010, having been circulated, be approved and signed by the Chairman as a correct record.

F/4531 MONTHLY FINANCIAL REPORTS

Members considered the Monthly Financial Reports attached to these minutes as *Annex 'A'*.

RESOLVED:

- 1) That the list of cheque payments on the Imprest account be authorised. Cllrs Heron and Rippon-Swaine signed the report.
- 2) That the list of Petty Cash payments be authorised. Cllrs Heron and Rippon-Swaine signed the report.
- 3) That the Statement of Town Council Balances be received and noted.
- 4) That the Inter Account Transfer be authorised. Cllrs Heron and Rippon-Swaine signed the report.
- 5) That the Finance Manager's report and Summary Budget Reports be received and noted.

ACTION Martin Townsend

F/4532 RINGWOOD FESTIVAL

Members considered the minutes of the meeting of the Ringwood Festival Steering Committee attached as *Annex 'B'*. The Chairman expressed concerns about the impact of increasing the route of the Pedal Car Grand Prix. The Town Clerk said there would be careful consultation over the new route, which would only be slightly longer and follow the route used by the Carnival. Cllr Terry said that the primary reason for

increasing the route was to enable more participants to take part, as 20 applicants had to be turned away last year.

RESOLVED: That the minutes of the Ringwood Festival Steering Committee held on 8th February 2010, and the proposals therein, be approved.

ACTION Sue Godwin

F/4533

LOCAL BUS SERVICE

Members considered alternative bus services between Ringwood, Bournemouth and Southampton and whether to contribute to the subsidy for a local bus service (*Annex 'C' attached*). The Town Council did not have the funds to provide a contribution. In addition, Dorset Sprinter now provided a very good alternative service as shown in *Annex 'C' Appendix 1*.

RESOLVED:

- 1) That the subsidy requirements for the Service 35 local bus service be noted;
- 2) That the alternative service provided by Dorset Sprinter be noted; and
- 3) That no contribution be made to the subsidy for a local bus service.

ACTION Terry Simpson

F/4534

LOCAL GOVERNMENT PAY 2010/11

Members considered the decision by Local Government Employers not to award an annual pay rise for 2010/11 to local authority employees.

RESOLVED: That the Local Government Employer's decision be supported.

ACTION Terry Simpson

F/4535

SLIDE AT CARVERS RECREATION GROUND

Members considered the Recommendation of the Recreation, Leisure & Open Spaces Committee held on 3rd February, OS/5184: *That a variation be authorised to the arrangements for obtaining tenders and the selection of contractors for the provision of a new slide.*

RESOLVED: That the Town Clerk, in consultation with the Chairman and Vice-Chairman of The Recreation, Leisure & Open Spaces Committee, be authorised to obtain tenders and select contractors for the provision of a new slide

ACTION Terry Simpson / Jo Stannard / Cllr B Terry / Cllr Chard

F/4536

RINGWOOD UNITED CHARITIES

Members considered the appointment of three more trustees for Ringwood United Charities (existing Town Council Nominees: Mr P Crutcher - Chairman, Mrs M Urwin, Mrs L Wickens).

RESOLVED: That Cllr Heron, Cllr J Terry and Cllr Rippon-Swaine be appointed as trustees of Ringwood United Charities.

ACTION Claire Perrens

F/4537**BOWLS CLUB PATH**

Cllr Terry declared a personal and prejudicial interest in this item, as he is a member of the Bowls Club. He made a statement that the path was essential to the use of the green, and could not be used for health and safety reasons. Partly because the canopy beside the pavilion also required work, the Bowls Club did not have the funds for the renovation of the path. Cllr Terry then left the room, taking no part in the debate or decision made.

Members considered the Recommendation of the Recreation, Leisure & Open Spaces Committee held on 3rd February, OS/5185: *That a virement of £500 be requested for the resurfacing of the path at the Bowls Club.* The Town Clerk clarified that the best quotation received was for £750, and that the path only required redressing of the surface. £250 was available in the maintenance budget and had already been approved by the Recreation Committee. Members were in favour of supporting the Bowls Club, but agreed that it should also be encouraged to consider new methods of increasing funds as suggested by the Recreation Committee.

RESOLVED:

- 1) That a virement of £500 for resurfacing of the path at the Bowls Club be approved; and
- 2) That the Bowls Club be encouraged to seek further revenue from increasing fees and public usage and involving Ringwood School in the use of the facility by students.

ACTION Terry Simpson / Martin Townsend

Cllr Terry returned to the Meeting.

F/4538**TRAINING FOR MEMBERS – CODE OF CONDUCT**

The Committee was asked to approve attendance by Members for Code of Conduct training provided by New Forest District Council in Lyndhurst. To date, only Cllr Clarke had volunteered to attend the training. The Chairman commented that the District Council was emphasising the importance of this training for parish and town councils and that all Members should be further encouraged to attend.

RESOLVED:

- 1) That the attendance of Members for Code of Conduct training be approved;
- 2) That payment of their reasonable travel expenses be authorised; and
- 3) That all Members be encouraged to sign up for the training at the next Full Council meeting on 24th February 2010

ACTION Town Mayor / Terry Simpson
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F/4539**NEW FOREST ASSOCIATION OF LOCAL COUNCILS (NFALC)**

Members considered a report by the Town Clerk on the Association's current problems and useful discussions held with other local councils to amend its constitution and instigate more effective operational arrangements at lower cost. The Chairman commented that a meeting was being organised by New Forest District Council and New Forest National Park Authority to be held on 25th March, involving all interested parties to debate the structure for a new association. The aim was to facilitate the creation of an association which would meet the needs of the local councils.

RESOLVED:

- 1) That developments regarding creation of a new association for local councils in the New Forest be noted;

- 2) That the Town Clerk be authorised, in collaboration with the Clerk at Hythe & Dibden Parish Council, to formulate proposals to contribute to the debate at the meeting on 25th March 2010

ACTION Terry Simpson

**F/4540
NEW SERVER**

Members noted that there was budget provision for a new server.

RESOLVED: That Financial Regulations be suspended to enable the Town Clerk, in consultation with the Chairman and Vice-Chairman of the Committee, to negotiate the acquisition of a new server with the Council's IT maintenance and support contractor

ACTION Terry Simpson, Jo Stannard, Cllr Heron, Cllr Rippon-Swaine

**F/4541
CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION**

In order to qualify for the Certificate in Local Council Administration (CiLCA), the Town Clerk and Deputy Town Clerk would need to attend training sessions, at a cost of £250 each. There was £1,000 available in the training budget.

RESOLVED:

- 1) That the Town Clerk and Deputy Town Clerk be authorised to attend appropriate training sessions in relation to CiLCA; and
- 2) That payment of fees for the CiLCA training sessions be authorised from the training budget

ACTION Terry Simpson / Martin Townsend

**F/4542
DROP IN CENTRE**

Members considered an estimate for the use of approved budget for enhancement of facilities at the Drop In Centre by refurbishment of the kitchen. It was noted that the kitchen was very old and in need of improvements. The estimate received was within the agreed budget of £2,000.

RESOLVED: That the expenditure as now reported for refurbishment of the kitchen at the Drop In Centre be approved

ACTION Terry Simpson

**F/4543
EXCLUSION OF PUBLIC & PRESS**

RESOLVED: That in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw (*Annex 'D' attached*).

ACTION Claire Perrens

**F/4544
FIRST FLOOR OFFICES**

Members received an update from the Town Clerk on arrangements for the letting of the first floor offices.

RESOLVED: That the Town Clerk's report be noted.

ACTION Terry Simpson

There being no further business, the Chairman closed the meeting at 8pm.

Note: The text in the Action Boxes above does not form part of these minutes.

RECEIVED & ADOPTED
24th February 2010

TOWN MAYOR

COMMITTEE CHAIRMAN