

# Ongar

## Town Council



Aimi Middlehurst  
Town Clerk

### TO MEMBERS OF THE FINANCE AND HUMAN RESOURCES COMMITTEE

27 October 2016

You are hereby summoned to a meeting of the **FINANCE AND HUMAN RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 3<sup>RD</sup> NOVEMBER 2016** commencing at **8pm** for the transaction of business as set out below. Members of the public and press are invited to attend.

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### AGENDA

#### Public Statement

Please note that following the publication of the Openness of Local Government Regulations 2014, members of the public can record and publish audio and video records of this meeting. If you wish to attend the meeting, but do not wish to be recorded doing so, please contact the Clerk for guidance.

#### **62/16 Apologies for absence**

#### **63/16 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.**

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

*Members are reminded that if there has been any change to their entries in the Register of Interests, they should complete a new form notifying the change within 28 days of becoming aware of any new disclosable pecuniary or non-pecuniary interest. The form should be returned to the Town Clerk for forwarding to the Monitoring Officer at Epping Forest District Council.*

#### **64/16 Public participation session with respect to items previously notified to the Clerk.**

To receive any representations from members of the public.

The maximum time for this item is 15 minutes.

#### **65/16 To agree the minutes of the Finance and Human Resources meeting held on 1<sup>st</sup> September 2016**

#### **66/16 Clerk's Report**

To receive items of information that are not on the agenda

Bansons, Bansons Way, Ongar, Essex, CM5 9AS

Tel 01277 365348

Fax 01277 362315

e-mail [clerk@ongartowncouncil.gov.uk](mailto:clerk@ongartowncouncil.gov.uk)

[www.ongartowncouncil.gov.uk](http://www.ongartowncouncil.gov.uk)



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### **67/16 Finance Reporting**

- i) To note the bank reconciliations for August and September 2016
- ii) To note the payments over £100 for August and September 2016

### **68/16 Mini Bus**

- i) To receive the budget as at 30 September 2016
- ii) To review the mini bus usage as requested by Cllr Birch

### **69/16 Bansons (Ongar Town Council Offices)**

- i) To review the current lettings policy and fees, make any changes necessary and make a recommendation to Full Council

The following items have been requested by Cllr Reynolds –

- ii) To receive details of the lease agreement with Epping Forest District Council.
- iii) To receive information on the Public Works Loan applicable to Bansons (Amount borrowed, interest rate, start and finish dates, annual repayment amount and the current balance).
- iv) To consider the location of Bansons regarding the impact on residents and agree a course of action.
- v) To consider preparing a 50 year plan to include Bansons and other Council areas of responsibility e.g. the cemetery.

### **70/16 Chapel**

To receive information from the Diocese of Chelmsford regarding the deconsecration of the Chapel

### **71/16 Scout lease**

- i) To receive information from the Council's solicitor regarding the proposed draft lease for the Scouts
- ii) To consider the draft Scouts lease, make any changes necessary and make a recommendation to Full Council

### **72/16 Jubilee Park Steering Committee**

To receive recommendations from the committee meeting held on 1 November 2016 regarding –

- granting sub leases in advance of agreeing the principle lease with the trustees
- granting a start-up grant for the proposed charity
- granting a one year rent holiday

### **73/16 Server warranty**

To consider and agree to enter into an extended warranty for the Council's IT server

### **74/16 Draft budget 2017-18**

- i) To note the recommendations from Open Spaces committee, Planning & Environment and Public Relations committee and the Clerk regarding revenue budgets for 2017 – 18
- ii) To note the recommendations from Open Spaces committee, Planning & Environment and Public Relations committee and the Clerk regarding budgets for capital projects for 2017 – 18
- iii) To note that the finalisation of the budget for Jubilee Park is dependent on decisions yet to be made regarding the transfer of the facility to the proposed charitable trust.

