

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN BANSONS ON
THURSDAY 14th AUGUST 2014**

Present: B. Surtees (Chair) A. Kaye C. Knights
 D. Gambardella S.Jackman R. Prosser
 D. Roberts J. Rushton

Officers: A. Middlehurst (Town Clerk)
 E. Gough (Admin Assistant)

Other: Three members of the press
 Two members of the public

ACTION

16/14 Apologies for absence

None received.

17/14 Declarations of personal and or prejudicial interest

None received.

18/14 Public participation session with respect to items on the agenda

The members of the public present did not wish to address the committee.

19/14 To agree the minutes of the meeting held on 3rd July 2014

After one amendment, the minutes of the meeting held on the 3rd July 2014 were approved. Chairman to sign after the meeting.

20/14 Matters arising

None received.

21/14 Clerk's report

Local Council Tax Support Grant 2015/16

EFDC have advised that although the final decision has not been made, the reduction in the grant looks to be similar to 2014/15 at 15.4%.

Local Government Transparency Code

The Local Government Transparency Code published by the Department of Communities and Local Government has been circulated to all Councillors. Payments over £500 were previously reported to the Finance Committee are now being produced on the Town Council's new website.

Local Government Pension Scheme (LGPS) 2014 Discretions Policy Statement

The Clerk and Chairman attended the EALC training session on 15th July to receive guidance on the Discretions Policies. The HR Committee can now consider this policy at the next meeting.

Water Supply to Ongar Social and Sports Club

A further site meeting has taken place with the Town Council's contractors and Mr Poulter as representative of the Club where a solution was agreed. The Council is grateful for the time taken by both parties. Affinity Water have visited the site and are preparing a recommendation.

Insurance renewal

The renewal is due from 1st September. Aviva have requested a review of all Council owned property as part of the renewal process and a date is to be confirmed.

Meeting with the Executive Committee of OSSC

An invitation for an update meeting has been sent to the Executive Committee members.

22/14 Terms of Reference

The current Terms of Reference for the Committee were considered and it was **AGREED** that recommendation be made to adopt this document at Full Council.

23/14 Working Party Membership

It was **AGREED** that the existing members of the Working Party remain the same as Cllrs D. Roberts, B. Surtees, S. Jackman and C. Knights.

24/14 Financial reporting

- The quarter one financial report for June 2014 was noted.
- Details of financial payments over £500 for June and July were noted.

25/14 Mini Bus Budget

The budget as at 31st July 2014 was noted. The Clerk reported that the mini bus had been repaired for £92.95 plus VAT and a request for payment has been made to the driver. The driver of the other vehicle has made a claim for damage.

26/14 Love Lane Sport Facility

- The advertisement of the Manager's position was noted. Six application packs have been requested.
- The progress report on the financial arrangements for the facility after take-over was received. The Clerk reported that an initial meeting had taken place with the Treasurer and further handover meetings are planned.
- It was **PROPOSED** by Cllr Surtees and seconded by Cllr Roberts that the Clerk investigate options for the future improvements to the catering facilities post February 2015 and identify a suitable provider. Clerk to report to Full Council with results. Unanimous vote received.
- It was **PROPOSED** by Cllr Surtees and seconded by Cllr Prosser that the Clerk submit Expressions of Interest to Essex County Council's Community Initiatives Fund and Essex Environment Trust for this project. Unanimous vote received.

27/14 Town Council Business Plans

- The draft comprehensive business plan was considered and councillors were requested to review this working document and make any comments to the Clerk by Monday 18th August 2014. These will then be included in the plan to be taken to Full Council.
- The draft specific business plan for the Love Lane site was considered and it was **AGREED** to recommend to Full Council. Members expressed their thanks to the Clerk and Enver Huseyin for producing this document and it was **AGREED** that a letter of thanks be forwarded to Stace in this respect.

28/14 Scout Hut Lease

- It was **PROPOSED** by Cllr Surtees and seconded by Cllr Jackman that recommendation to Full Council be made to sign the agreed lease with the Scout Association Trust Corporation for the land on which the Scout Hut is situated. Unanimous vote received.
- It was **AGREED** to suggest to the Scout Leader that a 50/50 contribution be provided by the Council from the Community Grants Fund towards the legal fees.

29/14 Unlisted Items

None received.

The meeting closed at 7.35pm.

Signed

Chair

Date