

MINUTES of the Meeting of the Finance & General Purposes Committee
 held at
The Guildhall, Church Street, Harwich
 on **Thursday 15th September 2016 at 7.00pm**

Present:	Councillors B Brown, I Henderson, J Henderson, Morrison and C Powell
In the Chair:	Councillor Calver
Clerk:	Ms Lucy Ballard
Also present:	0 members of the public, 0 members of the press

F037/16	<u>APOLOGIES FOR ABSENCE</u> Cllrs Ashley, J Brown and Fowler
F038/16	<u>DECLARATIONS OF MEMBERS' INTERESTS</u> None
F039/16	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the Minutes and Confidential Minutes of the meeting of the Finance & General Purposes Committee meeting held on 19 th July 2016 (previously circulated) be approved by the Chairman and signed as a true record.
F040/16	<u>MATTERS ARISING FROM THE MINUTES</u> None
F041/16	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u> None
F042/16	<u>ESTATES SUPERVISOR REPORT</u> The report of the Estates Supervisor, detailing current works, was received and noted by the committee. Cllr B Brown commented on the excellent works carried out with the toilet refurbishment and how impressed he was with the quality of the workmanship and finish. The Chairman advised of the need for the Guildhall Crest to be cleaned and/or repaired prior to the next meeting, as the gilder needs to make use of the scaffolding for the external decoration, which will be erected on 21 st September. Members agreed that to expedite the works, expenditure approvals be delegated to the Clerk in consultation with the Chair, and reported at the next meeting.
F043/16	<u>PUTTING GREEN PICNIC AREA</u> Members received a report of the Putting Green Working Party in relation to investigations made into signage for the area. Cllr Powell said they were in the final stages of their investigation and will make recommendations at a future meeting. Cllr Brown enquired about the Crazy golf improvements and Cllr Powell explained his efforts to date. Cllr Calver confirmed that this improvement was planned under Phase 3, which was scheduled for next year,

	but all agreed that further ideas could be investigated immediately to expedite matters.
F044/16	<p><u>SKATE PARK REFURBISHMENT PROJECT</u></p> <p>Members received an update from the Skate Park Working Party on the latest developments following Planning Permission having been obtained. Cllr J Henderson welcomed Cllr Morrison back onto the Working Party and confirmed that a bid had been submitted to Veolia Environmental Trust yesterday, with the outcome known in December. The Clerk and Cllr Morrison also had worked together on a bid to the Tesco bags of Help scheme today, which was almost ready to submit. Further bids will be submitted in due course. Cllr Calver confirmed the new lease, expected in October, will be on the new TDC lease document but on the same terms as the existing lease. Cllr J Henderson and Cllr Calver offered their thanks to the Clerk for her hard work in completing the application and ensuring the resources were in place and priorities re-ordered to enable the tight deadline to be met.</p>
F045/16	<p><u>EXTERNAL SUPPORT CONTINGENCY FUND</u></p> <p>Members considered setting up a new £5k budget for the procurement of external professional services as required.</p> <p>RESOLVED: To proceed with setting up a £5k External Support Contingency Fund budget in 2016/17.</p>
F046/16	<p><u>SKATE PARK REFURBISHMENT PROJECT</u></p> <p>Members considered allocating up to £1k from the External Support Contingency Fund to support this project. The expenditure to be delegated to the Clerk in consultation with the Chair of F&GP and the Chair of the Skate Park Working Party.</p> <p>RESOLVED: To agree to allocate up to £1k and proceed with procuring external professional services as required.</p>
F047/16	<p><u>MATTERS TO BE REPORTED</u></p> <p>Cllr Calver congratulated the Clerk on the successful outcome of External Audit, which had been received last week. The Clerk explained that there were two sections of the form that the auditor can complete, and neither had any comments, indicating they were satisfied with the Council's financial conduct and processes.</p>
F048/16	<p><u>MATTERS RECEIVED IN THE POST OR RAISED BY MEMBERS</u></p> <ul style="list-style-type: none"> • The Clerk informed members that a letter of thanks and Evaluation form (with supporting documents) had been received from the Harwich & District Stroke Group in relation to a grant, and she confirmed the applicant had fulfilled the requirements of the grant.
F049/16	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of the Finance & General Purposes Committee will be held on Thursday 29th November 2016 at The Guildhall, Church Street, Harwich, at 7.00pm.</p>

The chairman closed the meeting at 7.36pm.

CHAIRMAN

DATE

Cllr G Calver