

FINANCE AND POLICY COMMITTEE

Minutes of the meeting of the Finance and Policy Committee held at the Pavilion, Soham, on Monday 11th February 2019.

Present: Cllrs R Aitchison (Chairman), C Warner, E Johnston G Fisher and A Pallett

FP11/19 PUBLIC COMMENT TIME

There were no representations made by members of the public in respect of items on the agenda.

FP12/19 DECLARATIONS OF INTEREST

There were no declarations of interest made by members to items on the agenda

FP13/19 APOLOGIES FOR ABSENCE

No apologies or absences were recorded.

FP14/18 ACCOUNTS – JANUARY 2019

RESOLVED to recommend to Council approval of payments made to 31st January 2019 totalling £28326.62 (inc vat) respectively and as attached to the council minutes as appendices.

NOTED significant repayment of overpayment and daily standing charges made by SSE (electricity suppliers) for its consumer meter which was disconnected but remained in situ after the refurbishment of the Pavilion (phase I)

NOTED & APPROVED TO RECOMMEND TO FULL COUNCIL and where appropriate those financial adjustments (virement) to the council's budgets, to its reserves and provisions and to ring fenced monies as held by and approved by full council.

FP15/19 GOVERNANCE MATTERS (POLICY & PROCEDURE-FPFP05/19)

APPROVED current flat rate photocopying charge for participating community groups will remain at £30.00 for financial year 2019/20 paid annually in arrears but use will be capped at 200 sheet A4 copies (either black/white or colour, single or double sided)

APPROVED any additional copying charge above annual capped amount would be applied at the following rate for single or double sided copy: A4 (B/W-10p), A4 (colour-15p) A3 (B/W-20p) A3 (colour-30p).

NOTED both PSMA licence (free to LA's) and QGIS open source free software mapping tool now available in Office.

NOTED consistent with IIA recommendations Soham Town Council has applied for membership to ICMM (£90 pa).

NOTED that whilst Royal British Legion are the national custodians and organisers of Remembrance Sunday and have previously been able to rely on the Police and County Council to organise and undertake road closures this free service will no longer be available. Clerk to investigate with IIA and NALC to confirm whether the town council can provide funds for this expenditure and confirm in writing outcomes with RBL.

NOTED complaints regarding the continued installation/presence of the poppies at the War Memorial which has been confirmed by RBL Soham Branch as being a deliberate act in continuing commemoration and will be removed 100 days from anniversary (circa 18th February 2019).

NOTED the IIA continues to question whether Soham Town Council been gifted War Memorial (unveiled and dedicated 23rd Jan 1921) and where not then ownership remains with the Parochial Church Council (Soham Town Council may use discretionary powers to maintain and repair the memorial¹ and currently provides replacement insurance up to £135K).

NOTED that with exception of the town council's planning committee the other standing committees of Cemetery & Allotments and Community Amenities matters arising are routinely now being dealt through Finance & Policy monthly meetings by their respective Chairpersons.

APPROVED subject to agreement of these respective standing committees (for consideration at their Feb 2019 meeting) that these committees only meet on a 'as and when required' basis and not as currently on a quarterly basis (Chairpersons to determine frequency).

FP 16/19 CEMETERY & ALLOTMENT ISSUES REQUIRING IMMEDIATE ATTENTION (FP 113/18, FP06/19)

NOTED new metal 'roll of honour' now installed.

NOTED continued progress relating to those amenity improvements at the cemetery (gates, toilet, road and chapel).

NOTED any further issues will be reported as matter(s) arising and considered by full council at the upcoming evening (February 2019) meeting.

FP 17/19 AMBULANCE STATION (FP07/19)

NOTED letter of claim has been issued to Soham United Charities.

FP 18/19 COMMUNITY AMENITIES REQUIRING IMMEDIATE ATTENTION (FP 08/19)

NOTED those planned repairs to skatepark and surfaces may, subject to when contractors are on site to commence works (scheduled early April dependent on weather conditions) may include ramp changes to provide a more challenging experience to users.

NOTED any repairs will only have a certain level of durability due to continued degeneration of the substrata cement and that it is most likely that a replacement skatepark will be required in the next 3-5 years.

NOTED & APPROVED the 'balmoral' type benching (costs to be confirmed) in replacement of the current metal seating around the coronation tree (corner of the Butts and Sand St)

NOTED request by Cllr Johnston to use some of the ring fenced monies allocated for 'Barway' to be used to remove and clear extensive overgrowth and other mess at former Barway village hall site (derelict

¹ <http://www.warmemorials.org/uploads/publications/121.pdf>

and awaiting reformation of the Barway Village Hall Charity to dispose or otherwise of the land asset).

NOTED & APPROVED that now with a more accurate asset register the rolling long term (3 year) arrangement with preferred Suppliers Zurich PLC for insurance will reduce to £6060.50 inclusive of appropriate taxes from last years premium of £8200.00 and that this reduction includes insurance cover for all the capital expenditures (AVT etc) made in this year.

NOTED current difficulties and liabilities as highlighted by the IIA arising from the defibrillator which is located currently on outside front wall of Pavilion &

APPROVED TO RECOMMEND TO FULL COUNCIL the cost of replacement pads (to make it fit for purpose) and thereafter for it be moved to the fire station (which has been agreed in principle and they will provide the necessary electrical connections) by East Anglian Ambulance Service (EAAS-who will provide a compliant cabinet).

APPROVED TO RECOMMEND that post installation at the fire station Soham Town Council's ongoing responsibility for this defibrillator will be limited to providing annually £100 pa to the EAAS for its ongoing registration for use and for consumables such as new pads.

NOTED that the lifespan of defibrillators is around 8-10 years and so circa 2024 it will need to be replaced with an EAAS compliant model.

NOTED the work continued to be undertaken on byeway 113/114 (proposed cycle way between Soham and Wicken) photos to be circulated by Clerk.

NOTED Cllr Warner's suggestion that the Soham Ely cycleway should not be adjacent to the road/highway but from Barway should follow the footpaths and banks of the Lode (matter is an approved major project eligible for funding under Regulation 123 ECDC)

NOTED a small number of volunteers have recently undertaken speedwatch training at the Pavilion and that some additional IT support (Mortec Ltd) is required to install appropriate software and for the provision of hazard bibs and road standing safety signs for HS&E purposes (Cllr Warner as delegated Cllr for this activity to provide/source/advise)

NOTED more streets in Soham are enrolling in Neighbourhood Watch Scheme (Soham Town Council approved to provide funding for appropriate street furniture and signage under its powers to reduce and prevent crime). All properly constituted and registered participant neighbourhood watch scheme roads may be found by putting in the postcode or vicinity area on www.ourwatch.org.uk

APPROVED this years summer hanging baskets (32x £31.50 increase of 50p per basket includes install and derig at end of season) and that as per last year expenditure to be taken from ECDC Tourism grant (Clerk noted that we still have not received the 5 brackets which Balfour Beatty removed in error-continues to chase from 2016!)

NOTED that the HS&E contractor is working with the groundstaff into assessing the practicality and feasibility of taking over Cambridge County Council's delegated annual verge grass cutting work and for which they provide some but not all costs associated with this activity.

NOTED that due to the timings Trulink Ltd will most likely retain this years contract for verge cutting (tba).

NOTED WITH DISAPPOINTMENT the survey performed by Clearview (CCTV service providers) indicating the state and age of the High St cameras are considered to be beyond 'economic repair' given the amount of monies provided to Ely City Council in the past.

NOTED that due to the above issues these cameras will all need replacing and a rolling programme of replacement should be adopted in any forward planning/budgets.(may need repairs in transfer over - see point below)

APPROVED consistent with full council previous approvals (COM 17/18, 122/18) to take over service and maintenance of High St CCTV at a set up commissioning and training cost of £8139 (which does not include any additional costs associated with faulty equipment when Clearview come to undertake transfer works) and a service support annual charge (based on a 3 year LTA) of £2908 (ex vat)

NOTED & APPROVED that a contribution of up to £200 be made available for expenses associated with the 75th anniversary of the train explosion at Soham Railway station which will occur as part of this year's Soham Carnival attractions (Chairman previously delegated to arrange matters on behalf of Soham Town Council).

NOTED any further issues will be reported as matter(s) arising and considered by full council at the upcoming evening (February 2019) meeting.

FP 09/19

PLANNING REQUIRING IMMEDIATE ATTENTION

NOTED speedwatch training of volunteers (x4) held at Pavilion recently and need for installation of software to be able to download results is required (Cllr Warner to provide the memory stick/app matter delegated to Mor-Tec as contractors for this service).

APPROVED TO RECOMMEND TO FULL COUNCIL that effective May 2019 the monthly councils planning committee meeting be moved from current (last Wednesday in month) to last Monday in month (1pm Pavilion) to allow pos+ability (stroke rehabilitation) community group to run morning and afternoon classes due to the growing number of participants wishing to join.

NOTED any further issues will be reported under matter(s) arising and considered by full council at the upcoming evening (February 2019) meeting.

FP 10/19

DATE OF NEXT MEETING

NOTED next meeting of the Finance & Policy Committee will be held at 6.30pm in the Pavilion on Monday 11th March 2019.