

## FINANCE AND POLICY COMMITTEE

Minutes of the meeting of the Finance and Policy Committee held at the Pavilion, Soham, on Monday 8 April 2019.

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

FP31/19 PUBLIC COMMENT TIME

There were no representations made by members of the public in respect of matters under discussion or those arising from previous minutes.

FP32/19 DECLARATIONS OF INTEREST

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

FP33/19 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Johnston which were duly accepted by the members present.

FP34/19 ACCOUNTS – MARCH 2019

RESOLVED to recommend to Council approval of payments made to 31<sup>st</sup> March 2019 totalling £ 57 179.98 (inc vat) respectively and as attached to the council minutes as appendices.

NOTED that due to time constraints imposed by the Independent Internal Auditor to preparation and approval of the annual governance and accountability return (AGAR) form for the financial year ending 31<sup>st</sup> March 2019 before the new commencement of new administration (4 days post 2<sup>nd</sup> May 2019 elections) that a working party consisting of all Finance & Policy members occurred on Wednesday 3<sup>rd</sup> May 2019

NOTED all accounting conventions previously agreed under 24/19 Ai-iv) as recommended for approval under 24/19 Av-vii) and

APPROVED set of draft accounts for the year ending 31<sup>st</sup> March 2019 for recommendation to full council at its following evening (April) meeting.

APPROVED to recommend to full council at its April 2019 meeting and without qualification (answered in the positive) to para 1-8 (n/a to question 9) Section 1 (Annual Governance Statement 2018/19)

APPROVED to recommend to full council at its April 2019 meeting those £ figures presented in para 1-8 of Section 2 (Annual accounting statement for 2018/19)

APPROVED revision of assets values declared under para 9 Section 2 (Annual accounting statement for 2018/19) from current £2580371 reflecting insurance values to £653500 reflecting known, proxy or nominal noting that further adjustment will need to occur in the new financial year.

NOTED that this adjustment does not alter the insurable values and level of cover applied by current town council Insurers, Zurich PLC.

FP35/19 GOVERNANCE MATTERS (POLICY & PROCEDURE-FP05/19, 15/09, 25/09)

NOTED the response from NALC appointed Accountants delegated from NALC Legal who would not be drawn on differentiation to expenditures.

NOTED Lucy Frazer MP is expected to attend a 'residents surgery' at Pavilion 10<sup>th</sup> April 2019 (5-7pm-all residents welcome)<sup>1</sup>.

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

FP 36/19

COMMUNITY AMENITIES REQUIRING IMMEDIATE ATTENTION  
(FP 08/19, FP 18/19, FP 28/19)

NOTED all matters relating to transfer of town council defibrillator unit to external fire station wall have been completed (ongoing liability for town council restricted to cost of change of pads/annual £100 consumables provision).

NOTED three quotes based on the specification of a 'balmoral' type bench in replacement of the current metal seating which has recently been removed from the coronation tree (corner of the Butts and Sand St).

APPROVED TO RECOMMEND to full council preferred Supplier David Ogilvie Engineering Ltd to manufacture circular bench for cost of £2152.00 (net)

NOTED a local carpenter will assess the glass panel(s) and feasibility of its/their reinstatement front door Pavilion.

NOTED AND APPROVED the current Supplier manufacturing the town signs in addition would create a wood plaque depicting the 'Pride of Soham' logo bearing recipient(s) information to be placed in the reception area of Pavilion.

NOTED that with minor install issues the CCTV High St provision is now transferred over to Soham Town Council Offices and that no further management and service agreement or costs to be levied by Ely City Council in regards to this community safety and crime reduction function.

NOTED receipt of report from Victor Le Grand Senior Leisure Services Officer, ECDC and original suppliers to the gym equipment adizone area (Kingfisher Drive-matter to be listed on full council agenda at May meeting).

NOTED the current nationwide difficulties regarding the annual parade for the Remembrance Sunday services organised under the custodianship of the RBL (Soham Branch) arising as a result of the Police service longer providing Officers to act in marshalling and traffic control duties/capacities (matter being investigated with a view to resolving insurance and other liability issues by the Clerk (to be listed for full council consideration at a subsequent meeting)).

NOTED (at long last) letter from Rural Payments Agency apologising for the delay in remitting outstanding claim amounts for Environmental Stewardship of commons for 2016-17 (suggests end of July this year).

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<sup>1</sup> Post meeting note -proposed meeting cancelled due to Brexit issues and requirement of MP to remain at Westminster.

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

- FP 37/19 CEMETERY & ALLOTMENT ISSUES REQUIRING IMMEDIATE ATTENTION (FP 113/18, FP06/19, FP16/09, FP 26/19 )  
NOTED the approval by Planning Authority (under Officer delegation) of planning application for demolition of existing stand alone WC building and construct of new ADPM compliant stand alone WC building (existing site)  
NOTED Clerks concern that this approval does not mention or specify either the road or automated gate improvements under 'associated works'<sup>2</sup> as this work would impact of the specimen trees in the avenue to the Chapel and also the change of gate configuration which would be expected to be inclusive of any planning application determination.  
SUBJECT TO CLARIFICATION OF THE ABOVE to appoint Climate Autogates Ltd as the preferred Suppliers of the automated gates at cemetery iron works which should be aesthetically and sympathetic in keeping with the current frontage of the cemetery and at a cost not exceeding £13145.00 (net)  
NOTED AND APPROVED TO RECOMMEND TO FULL COUNCIL payment of £226.74 for insurances for the community garden at Berrycroft allotments (same as last FY)  
NOTED any further issues will be reported as matter(s) arising and considered by full council at the upcoming evening (April 2019) meeting.

- FP 38/19 PLANNING REQUIRING IMMEDIATE ATTENTION  
NOTED Consultation at Pavilion on the 11<sup>th</sup> 2019 of land East 2A The Shade by Frontier Estates Ltd for proposed carehome, nursery and residential development (3.30pm – 7pm, town Cllr members invited to a dedicated preview session between 2.30pm – 3.30pm)  
NOTED request by Frontier Estates Ltd to attend next (April 24<sup>th</sup> 2019) Planning Committee meeting.  
NOTED any further issues will be reported under matter(s) arising and considered by full council at the upcoming evening (April 2019) meeting.

- FP 39/19 DATE OF NEXT MEETING  
NOTED due to Local Elections 2019 there will be no Finance & Policy Committee planned in May.  
NOTED next meeting of the Finance & Policy Committee will be at 6.30pm in the Pavilion on Monday 10<sup>th</sup> June 2019.

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<sup>2</sup> Delegated Planning Officer email 12<sup>th</sup> April 2019: The gate proposed would constitute permitted development whether under Schedule Part 12 Class A (Town Council land works) or Schedule 2, Part 2, Class A of the GPDO (2015) (if not higher than 1 metre adjacent to the highway). Therefore planning permission is not required for the works. This could be tested through a Certificate of Lawfulness application, but essentially this can be implemented on site.