

MINUTES of a MEETING of the RESOURCES COMMITTEE of WINSLOW TOWN COUNCIL
held on THURSDAY 20th June 2013, at 7pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Cllrs Castle, Chambers, Knight, Reeves and van de Poll also Cllr Barry (ex-officio) Apologies: Cllrs Eatwell (unwell) Clerk: C Loch No Members of the public were present</p>
R13/31	Election of Chairman: Cllr Castle was elected unopposed.
R13/32	<p>Declarations of Interest in matters to be discussed: Cllrs Castle and Chambers declared a Personal Interest in agenda item 12 as members of the Friends of Winslow Youth Centre Committee. Applications for dispensations: none received</p>
R13/33	<p>Minutes of Meeting on 16th May. RESOLVED that the minutes be signed as a true record. Matters Arising: Sports Club: Noted that the electrician would be attending to the installation of three hand driers in the ladies and gents toilets and other agreed works.</p>
R13/34	<p>Items deferred from previous meeting: Pension Scheme (R13/22) no report submitted by Cllr Reeves, agreed to defer until the next meeting. Items delegated by Council: none</p>
R13/35	<p>Administration : VAT: Having considered relevant correspondence from HMRC and SLCC it was agreed that Registration was not required and no further action was needed. However, non-exempt income would continue to be monitored to ensure that the registration threshold was not exceeded (non-exempt income of over £5,000, and output VAT of over £1,000)</p>
	Land & Property Issues: None
R13/36	<p>Street Lighting Heritage: Members considered a possible lantern and agreed to consider the areas where they would be appropriate - to enable a proposal to be determined at the next meeting. As these would be installed only on a replacement basis the available products would need to be reviewed at the time before a final decision was made. Public Hall/High Street path A proposal to install a streetlighting column in the front edge of the Barbara Brown border, at the rear of the garden of 68a High Street, was considered. The cost of the streetlight would be approximately £830 plus the cost of cabling from WPH. The running cost of around £20pa had been agreed to be borne by WPH as probably less than the existing sensor light. RESOLVED to install the light if within Budget and to ensure that the Barbara Brown garden was fully restored to the original condition. As far as is possible it should also be done with maximum consideration for the neighbouring properties. Repairs & Renewals Members noted the plans for a replacement for the discontinued Nano LED light as well as for future maintenance and replacement works.</p>
R13/37	<p>Finance Investment of Reserves (R13/27) Members considered the Clerks report on investments and RESOLVED that such decisions should be left to the Clerk as Responsible Financial Officer provided that they were fully reported and noted in the minutes. Internal Audit: Members considered a possible alternative for the current Internal Auditor. However, they felt it advisable to stay with the current firm for at least another year after which it could be reviewed again. Income & Expenditure to date: Members reviewed the report circulated at May Council meeting with no issues arising.</p>
R13/38	<p>Personnel Annual Reviews (R13/28) Members noted that Clerk & Deputy were yet to receive formal feedback from the appraisal process. RESOLVED that the appraisals should be completed and signed off as a matter of urgency and that for the future the appraisals would be conducted in January as follows: Chairman of Council to perform Clerk's appraisal (with input from all Cllrs, especially Chairmen) Clerk to perform Deputy's appraisal (with input from all Cllrs, especially Chairmen) Clerk to perform other staff appraisals (with input from Amenities Chairman and Deputy Clerk) National Minimum Wage (for those aged over 21) will increase from £6.19 to £6.31 on 1st Oct 2013 RESOLVED that the national minimum wage be applied in line with current legislation.</p>
R13/39	Youth Centre: Building Management Issues

	<p>Members noted the Clerk's update that:</p> <ul style="list-style-type: none"> • <u>Playgroup</u> rent is coming in monthly, lease signed but not yet received. Playgroup to be notified in writing that this is a matter of urgency and their obligations under the negotiated agreement. . • <u>EW Young Farmers</u> – rent cheque and hiring agreement for Year 1 received. • <u>Winslow & District Community Bus</u> – now advised of rent agreed and invoiced. • <u>Building</u> – <ol style="list-style-type: none"> i. Electricity bill with proper split for period since takeover now awaited. ii. Deputy Clerk had been briefed re building. iii. User meeting to be scheduled before end of term. <p>Friends AGM: Members heard an update from Cllr. Castle. It was agreed that the WTC representatives should encourage the Friends to make future AGMs open to the public and users.</p> <p>Hire of Premises: Members considered the rooms still available for rental. RESOLVED that Cllr.Castle obtain professional advice as to a commercial rate for rental and what refurbishment work might be advisable. The Clerk was asked to determine any requirement for CRBs for tenants.</p> <p>Parking: A request from Furze Down School to use the parking area while they occupied temporary accommodation at the Winslow Centre was declined as there was ample parking available at the centre and it was not in keeping with the terms of the lease.</p>
R13/40	<p>Reports from Outside Bodies: Winslow Sports Club: Members noted that Cllr Reeves and Eatwell had attended the meeting on 10th June. Items of note were the potential need for several licence extensions during the summer period, proposed changes to the illuminated sign at the entrance (this would be subject to restrictions of the lease) and that the Cricket Club had now resolved the issue of insufficient officers.</p>
R13/41	<p>Correspondence: none not dealt with elsewhere on the agenda Banner Homes: Correspondence in respect of street lighting was noted.</p>
	<p>Items For Information – none</p>
8.21pm	<p><i>Meeting Closed</i></p> <p>Signed: (Chairman) at Meeting (date):</p>