

MINUTES of a MEETING of the RESOURCES COMMITTEE of WINSLOW TOWN COUNCIL
held on THURSDAY 15th August 2013, at 7pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Cllrs Castle, Knight, Reeves and van de Poll. Cllr Barry (ex-officio) Apologies: Cllrs Chambers (holiday), Eatwell (prior appointment) Clerk: B Bradford No Members of the public were present</p>
R13/52	Declarations of Interest in matters to be discussed: none
R13/53	<p>Minutes of Meeting on 18th July. RESOLVED that, with the insertion of "... noted that <u>some of</u> the the..." in the final sentence of R13/47 the minutes be signed as a true record.</p> <p>Matters Arising: R13/45 Trees overhanging Public Hall Car Park and Elmfields Gate have been pruned "Orange" mast increase in rental now in place per terms of lease and back rent received. R13/47 The new Streetlighting Statement has been submitted to Bucks CC and receipt has been acknowledged by Secretariat. R13/48 £80,000 has been transferred from Virgin A/c to Lloyds to meet Playground invoices pending receipt of approx £73,000 S106 funding.</p>
R13/54	<p>Items deferred from previous meetings: Pension Scheme: Consideration of Discretionary Policies and continued membership (R13/44) Cllr Reeves assured Members she would address this issue in the short term.</p>
	Items delegated by Council: none
R13/55	<p>Land & Property Issues: Insurance: Members considered quotes for equivalent cover from all 3 recognised providers and RESOLVED to enter a 3 year contract with Zurich - a comprehensive policy at the lowest price. Land Valuation: deferred pending Cllr Monger's attendance at the meeting</p>
R13/56	<p>Street Lighting. New Developments: Members considered the proposal from Banner Homes to adopt 33 street lights on Phase I of the Verney Road development. RESOLVED to RECOMMEND that Council does not adopt these lights, nor lights in Phases II and III. Cllr Knight requested that her opposition to this recommendation be minuted.</p>
R13/57	<p>Light near Barbara Brown Border (R13/43) Having considered the implications of the Neighbourhood Plan, RESOLVED to continue with this installation. Cllr Reeves would identify the most appropriate protective barriers for consideration. The Contractor would be requested to install the most appropriate lantern to ensure good light splay with minimal disruption to neighbours, who would be informed that a street light is to be installed.</p>
R13/58	<p>Finance Income & Expenditure to date: Members reviewed the report circulated at July Council meeting and there were no questions arising. Cllr Reeves enquired whether Council now held funds with Co-Op Bank who had recently been subject to a decrease in their Moody's bank rating. Approx £50,000 is held in a 6 month Fixed Term Deposit maturing in early December. RESOLVED to consider alternative investments at maturity.</p>
R13/59	<p>Personnel Recruitment of Clerk: Interview of the 2 remaining candidates would take place on 16th August with the outcome referred to the Extraordinary Council Meeting called for the purpose on 19th August. <i>There being no members of the public present it was not necessary to close the meeting at this stage for the consideration of an employment issue.</i> Deputy Clerk: Members noted the exceptional workload undertaken recently months related to the Playground & Outdoor Gym Projects, Neighbourhood Plan and change of Clerk and RESOLVED to RECOMMEND that in recognition of the dedication and extra hours put in an ex-gratia payment be made. Members further noted that they are aware of need to monitor workloads and that it is their intention to reassess roles and working patterns once the new Clerk is in place.</p>
R13/60	<p>Youth Centre: Building Management Issues Members noted that:</p> <ul style="list-style-type: none"> • <u>Playgroup Lease</u> Cllr Barry had received no response to his e-mail contact and would now telephone to secure a signed copy of the lease. • <u>Building</u> – <ol style="list-style-type: none"> i) Report from User Meeting – this had now been circulated to Members ii) The Clerk circulated an updated version of the Bid 5 year income & expenditure document projecting on the basis of actuals to date.

8.00pm	<p>iii) An accurate first Electricity bill is still awaited. The gas meter is not registered with any supplier, readings were taken on 15th February and the Clerk will now register with nPower to reap the benefits of a dual fuel and DD payment arrangement.</p> <p>iv) That WiFi has been tested and is available throughout the building</p> <p>v) That the cracked sink identified by the Condition Report in Room 013 be confirmed as safe for use and reported to BCC for urgent action if not serviceable and safe.</p> <p><i>Cllr Monger joined the meeting</i></p> <p>vi) Given the relative financial security, maintenance issues such as an accessible water supply for downstairs users, redecoration and possible purchase of furniture could now be considered and works planned for October half-term.</p> <p>Youth Centre: Service Delivery Issues Aylesbury Vale Youth for Christ had submitted (copied to Members) a report on Activities and Outcomes to date (assumed to be for Quarter 1 April-June 2013 incl) and also, separately, attendance statistics. The Clerk to forward to Action 4 Youth/BCC Youth Services.</p> <p>Friends of Winslow Youth Centre: Nothing to report, next meeting 4th September</p>
R13/55 8.07pm	<p>Land Valuation: Members RESOLVED to RECOMMEND that WJA Rural Practice be instructed to value a site which Council may wish to consider purchasing as a Community Asset.</p> <p><i>Cllr Monger left the meeting</i></p>
R13/60	<p>Youth Centre – Building Issues continued</p> <p><u>Television Licence</u> Members noted that the Clerk had made enquiries of current users and none had advised that they watch live television. The enquiry reminded users that only portable equipment which has a current PAT test certificate may be connected to the mains electricity supply and that visitors should not be permitted to re-charge phones and laptops on site. RESOLVED that WTC has no need of a Television Licence. An addendum will be made to all existing Hiring Agreements and Leases to the effect that any activities undertaken on site requiring a TV Licence will be the sole responsibility of the hiring organisation, a notice to this effect will also be put in the User Log and in the Foyer of the building. The Clerk will advise the TV Licensing Authority that WTC does not require a licence for the building.</p> <p><u>Rental of Downstairs Rooms to Sir Thomas Freemantle Free School (STFFS)</u> Members considered correspondence received from the School and subsequent discussions held between Cllr Castle and Ms Khan. RESOLVED that:</p> <ol style="list-style-type: none"> 1. A 2 year sub-lease be offered (subject to securing BCC agreement) for exclusive occupation of Room 007 as an office at a rent of £3,500 pa paid in full in advance. The sub-lease to be essentially on the same terms as that for Bucks Young Farmers, Council would sell the office furniture currently in the room to STFFS for a nominal sum of £1. 2. A Hiring Agreement be offered for use of Rooms 011 and 013 between 8am and 4.30pm during term time only (38 weeks per year) at a cost of £3,800 per room per annum paid annually in advance. The WTC Hiring Agreement be adapted to include clauses relating to: <ul style="list-style-type: none"> • other building users having access to water in Room 013 at defined times • that defined storage be available for STFFS exclusive use in Room 013 • that the rooms are hired as seen and that STFFS supply any additional furniture required for their use of the rooms • that at the end of each day both Rooms 011 and 013 be cleared of any STFFS furniture and equipment (except that in the defined storage spaces) <p>This proposal to be conveyed to STFFS by the Clerk with the appropriate draft documentation (once agreed by Cllrs Castle & Barry).</p>
	<p>Reports from Outside Bodies: none</p>
R13/61	<p>Correspondence:</p> <p>MK Credit Union: Information relating to Corporate Membership (suggested minimum deposit £50) which would demonstrate further Council's previously stated support of this institution, would be circulated and considered at the next meeting.</p> <p>From the Clerk: Request to purchase Council's obsolete and redundant laptop (6 years old) for personal use. RESOLVED to RECOMMEND that the offer of £50 be accepted, given that the value of the equipment to Council is scrap only. The machine would first be professionally "cleaned".</p>
	<p>Items For Information – none</p>
	<p><i>Meeting Closed 8.58pm</i></p> <p>Signed: (Chairman) at Meeting (date):</p>