

MINUTES of a MEETING of the RESOURCES COMMITTEE of WINSLOW TOWN COUNCIL
held on THURSDAY 17th MAY 2012, at 7pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Cllrs Barry, Eatwell, Gibbs, Knight, Reeves and van de Poll Apologies: none Clerk: B Bradford No Members of the Press or the public were present</p>
R12/40	Election of Chairman – Cllr Reeves was elected unopposed for a 2 nd year
R12/41	Declarations of Interest in matters to be discussed: Cllr Barry declared a Personal Interest as an officer of the Bowls Club
R12/42	Minutes of Meeting on 19th April RESOLVED that the minutes be signed as a true record.
R12/43	<p>Items deferred from previous meeting: None Items delegated by Council 3rd May 2012 12/74 Request from Buckingham Young Carers Youth Club for a further grant from the War Memorial Institute fund of £300 to fund a family day in July for members. RESOLVED to RECOMMEND payment as sufficient funds currently available and presentation by organiser to recent Annual Town Meeting demonstrated the very valuable work being done for Winslow families.</p>
R12/44	Administration Members noted the statement of War Memorial Institute Fund invested capital with Charities Investment Funds stood at £77,220.37 at 31 st March 2012.
R12/45	<p>Land & Property Issues: Sports Club Lease (R12/32) The final version incorporating all amendments had been received today. Members to check in detail prior to Council meeting on 7th June. RESOLVED to RECOMMEND that, subject to those checks proving satisfactory, 2 members of Council sign the lease.</p>
R12/46	BCC Youth Club Lease and Youth Services Provision (R12/33) Noted that BCC had still to confirm next steps following discussions that WTC Chairman had had with BCC Cabinet Member Martin Phillips on site on 27 th April.
R12/47	Bowls Green Lease (R11/43) Noted that rent now paid to Landowner and by Bowls Club, but no response had been received to the recorded delivery request (29.4.12) for an update on lease renewal. Cllr Barry confirmed that the Bowls Club, whilst they would like more security, they were not unduly concerned by the lease having expired and the ongoing inaction of the landowner.
R12/48	<p>Street Lighting Members noted that the Clerk and contractor had each conducted a physical inventory of installations last financial year and an audit of invoices to date. There is general agreement between the parties that an overpayment has occurred and that WTC would receive a credit note in due course. The Clerk is anxious not to complicate the position and it was agreed not to place further instructions for replacements until this issue has been finalised. Installation of 1 raise & lower column and connection of one installed column remain outstanding. All replacements for the coming year have been identified by the Clerk and suitable supplies are believed to have been secured by the contractor.</p>
R12/49	<p>Finance Internal Audit/Annual Return: The Clerk reported that the Audit had identified one significant error in the Annual Return – a mis-posting of the only debtor in the computerised cashbook. Advice had been sought from the External Auditor as to how to deal with this situation to their satisfaction. The Annual Return and Statement of Significant Variances has been duly amended and a letter of explanation prepared. RESOLVED to RECOMMEND that the Chairman sign the amendments. Members noted that the Notice of Appointment of Date for the Exercise of Electors' Rights will be posted on 11th June 2012. The Internal Audit report had been received today and will be circulated with the minutes, the item above and a reminder to review the Fidelity Guarantee annually were the only items noted. Members noted the Clerk's recommendation that an alternative Internal Auditor is sought for next year as she felt the process this time had suffered from familiarity.</p>
R12/50	Investment of Reserves (R12/37) Members noted that the Clerk had been unable to invest further funds with Co-Operative Bank until a new account is opened, Cllrs Barry & Eatwell completed the relevant documentation, Cllrs Monger and Castle are also required to do the same and the form then to be sent with a cheque for £50,000.
R12/51	£106 Funds – the Clerk will circulate a summary of funds due to WTC, and confirm with AVDC that funds held by them will all attract interest, as per assurances given for those related to Piccadilly Mews.
R12/52	Outstanding Invoice Members noted that an invoice for Electrical Certification of the Jubilee Games Area lighting remained outstanding at £420 + VAT. Having sought consumer advice and alternative quotes for the work undertaken RESOLVED to accept the Clerk's recommendation that a

	cheque for £120 (incl VAT) be sent with the drafted letter, in full and final settlement as a reasonable sum for the works undertaken.
	Personnel –
R12/53	<p>Reports from Outside Bodies:</p> <p>Winslow Sports Club: Members noted that Cllrs Barry, Eatwell and Reeves had attended the meeting on 14th May and:</p> <ul style="list-style-type: none"> • At the recent EGM Dennis Corben had been appointed Chairman with 2 vice chairmen (Jamie Marquiss and Richard Warner). Unfortunately the new Chairman was not at the meeting due to a prior commitment • concern was expressed relating to the Club's involvement in the Jubilee event on the ground. • Cllr Barry had spoken at the meeting about the embryonic proposals for outdoor gym equipment within the grounds and was pleased with the very positive response. • Members continued to express concerns about the appropriateness of the licence held by the Club and the management of activities within the believed constraints of that licence. • The Clerk continues to receive periodic complaints about the grounds not being opened, which are referred to the Secretary. • Flooring in the Changing Rooms and bar will be replaced w/c 28th May • Other maintenance items do not seem to be progressed at the pace that Members would anticipate e.g. re-installation of the sink, removal of items at entrance, extra socket and an issue related to the roof were mentioned <p>Citizens Advice Bureau: Cllr Reeves would forward the minutes of the meeting on 3rd May. Members were reminded of a fundraising coffee morning on Saturday at the Old Gaol.</p> <p>Winslow Public Hall Trustees: Cllr Knight reported that the AGM and Committee meeting were held on 25th April. The late Treasurer's widow, Chris Holland, had been appointed to this vacancy and other officers were re-elected. Although expenditure exceeded income by approx 5% this was due to an exceptional level of repairs in the financial year and cash balances remained healthy. Further repairs and renewals are planned for the coming year and the next meeting will be at noon on 7th November.</p> <p>At Cllr Knight's request, the Clerk had since the meeting queried with the Chairman the insurance value being used (copying the appropriate sections of the 2009 District Valuer's report) and the need for an accountant to prepare the annual accounts at significant cost.</p>
R12/54	<p>Correspondence:</p> <p>Audit Commission Consultation: Members noted the letter received that day, proposing that Mazars would be reappointed for this region until 2017, and that the proposed annual fee would drop to £400. Members felt no need to respond to the consultation.</p>
8.15pm	<p>Items For Information – Members expressed concern about the recent proliferation in flyposting and were reminded that they are at liberty to remove anything they consider inappropriate or unauthorised under Council's published policy.</p> <p><i>Meeting Closed</i></p>
	Signed: (Chairman) at Meeting (date):