

## NEWBIGGIN-BY-THE-SEA TOWN COUNCIL

**Minutes of a Meeting of the Finance Committee held on Wednesday 14 December 2016 at 7.00 pm at The Bungalow Woodhorn Road Newbiggin by-the-Sea.**

### **PRESENT:**

Councillors: M Cholerton (Chairperson)

M Boon W Rogers S Todd

Officer: D Earl – Town Clerk

Also present: Councillors L Burns R Dixon and M Peden.

### **FC08/16 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Thompson.

### **FC09/16 MINUTES**

**RESOLVED that:** the minutes of the previous meeting held on 07 November 2016 are approved as a true record.

**FC10/16 DISCLOSURE OF INTERESTS** There were no new disclosures of interests.

### **FC11/16 OVER £500 PAYMENTS**

Members considered the updated schedule of payments over £500.

### **FC12/16 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED: That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part I of Schedule 12A of the 1972 Act relating to personal financial and business affairs.**

### **FC13/16 APPLICATIONS FOR FINANCIAL CONTRIBUTIONS**

Members considered the applications from local organizations set out in the report which requested contributions beyond the remit of the Grant Committee.

It was considered that the Point Community Magazine had been excellent value and means of getting information across. The possibility of expansion and full distribution on occasions should be explored with the editorial team and the possibility of linking the document through publication on the web site.

The situation regarding the the stalls and gazebos for the Newbiggin Traders Association was discussed and it was felt that the request for further equipment could not be supported at this time and the current need was to contribute to community investment.

AFC Newbiggin had requested assistance in meeting increased costs of operating following success in successive promotions through the leagues. Several matters were discussed and it was felt that further information was required.

**RESOLVED that:**

- i) A contribution of £500 be made towards the costs of producing the Point Community Magazine and Councillor Todd discuss with the editorial team possible expansion and delivery;**
- ii) The request from Newbiggin Traders Association be declined at the present time;**
- iii) The AFC Newbiggin request be deferred and Councillor Todd meet with the Chairman of the club and report back with further information.**

**FC14/16 ENHANCED LOCAL SERVICE PARTNERSHIP ARRANGEMENTS**

Enhanced Partnership arrangements with the County Council Neighbourhood Services for the current and following year were discussed by the Members. Additional works to enhance the local service provision in the town throughout the summer months were seen as necessary to support the town's priorities.

The County Council had confirmed there were no further planned reductions in the Neighbourhood Services budgets in the next year that would impact on the cleansing services and standards. Local issues would continue to be addressed by the Environmental Working Group with Neighbourhood Services Managers and it was generally felt that an earlier start was required to have essential spring work completed ahead of the new season. The current budget would allow the partnership works to commence one month earlier and the possibility of extending the period and extent of works through the wider town would be considered as part of the negotiations.

**RECOMMENDED that:**

- I) The Enhanced Partnership arrangements continue in the 2017 season and negotiations be progressed with Neighbourhood Services;**
- II) The enhanced works commence at the beginning of March funded from the current budget.**

**FC15/16 EXPENDITURE PROJECTIONS AND ESTABLISHMENT**

Current payments and projections based on current decisions were considered along with those budgets that were not fully committed at present.

The Committee discussed a proposal to provide up front support for some valued local organizations that week by week were providing training to young people and engaging them in positive activities. Members acknowledged the role of these groups and the hard work put in by their respective leaders and adequate budget was available under the youth support and community volunteering headings. These would be one-off payments to assist in encouraging increased participation of young people.

The Town Clerk drew attention to the requirement to consider a review of the rent for the Allotment Association which was due every three years under the terms of the new lease. The rent had always been at a concessionary rate to encourage healthy living.

It was also necessary to formally consider the national award of 1% for the Town Clerk who declared an interest and withdrew during consideration of the matter.

**RESOLVED that:**

- i) Grants of £1,000 each be awarded to the Boxing Club; Dance Academy; Judo Club; Junior Football Club and £500 each for junior music tuition to Jayess Brass Band and the Newbiggin Partnership;**
- ii) The Town Clerk instigate the rent review for the Allotment Association and a concession be considered in due course;**
- iii) The national salary award of 1% for the Town Clerk be approved.**

**FC16/16 BUDGET PLANNING – DRAFT PROPOSALS**

Members had requested that the budget headings be restructured to show more clearly the areas of expenditure while maintaining flexibility and the Town Clerk tabled a draft budget document for consideration which was welcomed. The figures included were those for the current year and at this stage no increases were proposed.

Discussion took place regarding the need to increase the staff resources and capacity available to the Town Council which would have budget implications and Members agreed they wished to consider this matter in detail informally.

At this stage it was agreed to recommend the current budget figures subject to further consideration at the January meeting prior to setting the Precept.

**RECOMMENDED that:**

- i) The Town Council consider and approve the draft budget proposals set out in the appendix for 2017-18;**
- ii) Based on the draft proposals and a contribution of £10,000 from balances the Precept required for 2017-18 be £197,065.**

Signed by the Chairperson: .....Date:.....

<b>2017.18 Draft Budget</b>	
	<b>Budget</b>
<b>ADMINISTRATION</b>	
Employees costs & contributions	<b>37150</b>
<b>OFFICE/MEETING COSTS</b>	
Rates; Utilities; Phone/IT;	<b>5555</b>
Room Hire; Printing; Stationery; Postage	<b>800</b>
Equipment & Furniture	<b>100</b>
Insurances	<b>1500</b>
<b>FEES &amp; CHARGES</b>	<b>5920</b>
Audit Fees	750
Subscriptions – NALC	1000
Professional Fees	200
Publications	3500
Publicity	250
Bank charges	220
<b>CIVIC &amp; MEMBER EXPENSES</b>	<b>1350</b>
Civic expenses; Councillors expenses; Training costs; Town Assembly	
<b>SERVICE DELIVERY</b>	<b>40760</b>
Enhanced Services (including cleansing Bus Shelters;	
Public Seating; War Memorials)	30000
Play Areas Inspections;	3295
Floral Bedding displays	7465
<b>ASSET REPAIRS AND REPLACEMENTS</b>	<b>27500</b>
Bus Shelters; Play Areas; Public Seats; Public Waste Bins	
Facilities upgrade; The Bungalow	
<b>ENVIRONMENTAL PROJECTS Bay Town &amp; Gateway</b>	<b>15000</b>
<b>TOWN IMPROVEMENT SCHEMES</b>	<b>20000</b>
<b>SPECIAL EVENTS</b>	<b>6000</b>
Gardens Comp/N in Bloom; (Triathlon); Music Events Programme	
<b>Small Grants scheme</b>	<b>6000</b>
<b>Christmas Lighting</b>	<b>16000</b>
<b>Support Schemes</b>	
<b>Newbiggin Nipper service</b>	<b>2530</b>
<b>Children's holiday and leisure schemes</b>	<b>14400</b>
<b>Youth and adult support schemes</b>	<b>3000</b>
<b>Community volunteering support projects</b>	<b>2500</b>
<b>PROJECT FUNDING</b>	
(Rocket House); (Events); Events Leaflet	<b>1000</b>
	<b>207065</b>