



MINUTES OF THE F&GP MEETING
HELD ON TUESDAY 17 JANUARY 2017 AT 7.30PM
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL
THE OLD COURT HOUSE, 4 SAFFRON ROAD, BIGGLESWADE

PRESENT:

Cllr D Albone
Cllr B Briars
Cllr F Foster
Cllr M Foster
Cllr M North (Chair)
Cllr Mrs H Ramsay (Vice Chair)
Cllr Mrs M Russell
Cllr D Strachan

Mr R McGregor Town Clerk, Biggleswade Town Council
Mr M Thorn Deputy Town Clerk, Biggleswade Town Council
Mrs J Durn Administrator
Mr D Kemp DK Beaver Accountants

Due to an over-run from a previous meeting, the F&GP Meeting commenced at 8.00pm.

17/0101 1.0 APOLOGIES

Cllr I Bond

17/0102 2.0 DECLARATION OF INTERESTS

- 0102.1 a. Disclosable Pecuniary Interests in any agenda item - none
0102.2 b. Non-pecuniary interests in any agenda item – Cllr F Foster, Cllr Mrs H Ramsay and Cllr D Strachan declared an interest on discussions regarding the Weatherley Centre.

17/0103 3. PUBLIC OPEN SESSION

There were no questions from Members of the Public.

17/0104 4. MINUTES AND RECOMMENDATIONS OF MEETINGS

- 0104.1 a. Members received and approved the Minutes of the Finance & General Purpose Meeting held on 15 November 2016.
0104.2 b. Members Approved the RECOMMENDATIONS of the Public Lands & Open Spaces Meeting held on 6 December 2016.

17/0105 5. MATTERS ARISING

- 0105.1 a. Budgets: The Working Group will continue to discuss this.

6. **ITEMS FOR CONSIDERATION**

a. **Budgets 2017 - 2018**

To consider and recommend to Town Council, Budgets 2017–2018.

Community Agent: Members felt that this is a very worthwhile project and would like this included in the budget, Mr Kemp recommended that this be included as a separate item, and that precept would increase by 7.5K

It was **RECOMMENDED** that provision is made in the budget for the Community Agent project, and that money should be carried forward to next year.

It was **RECOMMENDED** that the Budget be presented to Council.

b. **Grants and Sponsorship**

Members were reminded that the criteria for a Community Grant is that it is of direct benefit to the residents of Biggleswade Town. This does not include registered charities.

- i. Members considered applications for Community Grants. A schedule and copies of grant applications were circulated with this Agenda.

Grants were allocated and will be published on the website. The applicants will be notified in due course.

- ii. Members considered the invitation from Biggleswade Town Cricket Club, to sponsor match balls (£50), as in previous years. This request was granted.

c. **Fees for 2017/2018**

Members considered the fees for 2017/2018 covering:

- Allotments
- Cemeteries
- Markets
- Recreation (Drove Road)
- Sports Facilities

Fees were last reviewed in 2014. It was **RECOMMENDED** to set a 10% increase across the board.

d. **Banking Services**

Members considered the Invitation to Tender for banking services. (A draft Invitation to Tender is attached to this agenda). Members stressed the importance of banking services on the Town, for both the people and the businesses. A nightsafe is an important necessity for our businesses, and we need to ensure that this facility is provided.

e. **Budget Virement**

Members considered a budget virement of £2,500 from 4036/212 (Recreation Grounds Property Maintenance) to 4042/902 (Outside Services Equipment Maintenance / Repair) to cover the costs of essential repairs to the Town Council's Kubota Tractor.

It was **RECOMMENDED** to approve this request.

7. **ITEMS FOR INFORMATION**

a. **Pensions Automatic Enrolment**

Under the Pensions Act 2008, every employer in the UK must put certain staff into a pension scheme and contribute towards it. This is called 'automatic enrolment'. The Town Council's staging date for automatic enrolment is 1 February 2017 and preparations are in hand to ensure that the Town Council meets the requirements of automatic enrolment.

The Local Government Pension Scheme, administered locally by the Bedfordshire Pension Fund, is compliant with automatic enrolment and the Town Council's contracted Payroll bureau will incorporate automatic enrolment into the monthly payroll process.

This information was **NOTED**.

8. **PUBLIC OPEN SESSION**

There were no questions from Members of the Public.

9. **EXEMPT ITEMS**

The following resolution will be moved that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

No Exempt Items

Pursuant to Section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council resolve to exclude the public and press by reason of the confidential nature of the business about to be transacted.

Meeting closed at 9.20pm