

MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD ON 31 MAY 2016
AT THE OFFICES OF BIGGLESWADE TOWN COUNCIL
THE OLD COURT HOUSE, SAFFRON ROAD, BIGGLESWADE

PRESENT:

Cllr M North (Chair)
Cllr D Albone
Cllr I Bond – left the meeting at 8.00pm
Cllr B Briars
Cllr F Foster
Cllr M Foster
Cllr Mrs H Ramsay (Vice Chair)
Cllr D Strachan

Mr R D McGregor
Mrs J Durn

Members of Public – 3

1. APOLOGIES

Cllr Mrs M Russell

2. DECLARATION OF INTERESTS

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary Interests in any agenda item - none
- (b) Non-pecuniary interests in any agenda item - none

3. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions pertaining to matters on this agenda. Members of the public will be allowed one three-minute slot.

There were no questions from Members of Public

4. MINUTES OF MEETINGS

Members received and approved the Minutes of the Finance & General Purposes meeting held on 12th January 2016.

5. MATTERS ARISING

From the Minutes of the Finance & General Purposes meeting held on 12th January 2016:

Item 6c) Grants: An update was requested on the Ivel Sprinter. The Chairman reported that this was on the Council Agenda on 26th January 2016 and was subsequently approved by the Town Council where it was **RESOLVED** that the Town Council approve the request for a Grant of £10,000 to the Ivel Sprinter to be paid from General Reserve.

6. ITEMS FOR CONSIDERATION

a. Delegation Scheme

Members were asked to consider a Delegation Scheme.

New copies of the Delegation Scheme were distributed which contained slight amendments (Marked on the copies in red) to the copies previously emailed.

Amendments as follows:

Item 2. Town council. Bullet point 8 to read “To form Sub-committees and Working Groups as required, and to give these Groups appropriate powers”.

Bullet point 16: “To appoint Members or instruct Officers to attend Central Bedfordshire Council Development Control Meetings to make representation on behalf of the Council where necessary.

It was **RECOMMENDED** that an appropriate Working Group can be formed as a quick decision- making tool for urgent matters when required.

Item 3: Public Land and Open Spaces:

First paragraph to read” The Committee has delegated authority to deal with matters listed below, only where sufficient budgetary provision exists or can be vired from within the approved budget of the Committee. The Committee may decide not to exercise its delegated power and may instead make recommendations to Council”.

The Committee is required to submit to the Council a report of its proceedings since the previous meeting of the Council.”

Discussion took place as to whether the Biggleswade War Memorial should remain under PLOS or be dealt with under the TCM. Although the Memorial is actually the property of CBC it is maintained by BTC. This is an example of some items that overlap Committees and can be under the remit of either.

It was proposed that this be discussed both at TCM and PLOS meetings and feedback from both of these Committees be presented at the next F&GP. It can then be reviewed further and taken to full Council.

Item 4. Town Centre Management:

First paragraph to read “The Committee has delegated authority to deal with matters listed below, only where sufficient budgetary provision exists or can be vired from within the approved budget of the Committee. The Committee may decide not to exercise its delegated power and may instead make recommendations to Council.

The Committee is required to submit to the Council a report of its proceedings since the previous meeting of the Council.”

Item 5. Finance and General Purposes

First paragraph to read “The Finance Committee has delegated authority to deal with matters listed below, only where sufficient budgetary provision exists or can be vired from within the approved budget of the Committee. The Committee may decide not to exercise its delegated power and may instead make recommendations to Council.

The Committee is required to submit to the Council a report of its proceedings since the previous meeting.

Item 6: Personnel:

First paragraph to read “The Committee has delegated authority to deal with matters listed below, only where sufficient budgetary provision exists or can be vired from within the approved budget of the Committee. The Committee may decide not to exercise its delegated power and may instead make recommendations to the Council.

Item 7: Appeals:

First paragraph to read “The Committee has delegated authority to deal with matters listed below, only where sufficient budgetary provision exists or can be vired from within the approved budget of the Committee. The Committee may decide not to exercise its delegated power and may instead make recommendations to Council.

The Committee is required to submit to the Council a report of its proceedings since the previous meeting

Item 8. Responsibilities delegated to Town Council Officers.

Financial Matters the Town Clerk is authorized as follows:

Item 1: To incur expenditure up to a maximum of £3,000 on any item.

It was **RECOMMENDED** that the Town Clerk is authorized to spend up to a maximum of £3000 on any item.

Item 2: Budgetary Control and Authority to Spend. 4.4 Financial Regulation.

It was **RECOMMENDED** that the Town Clerk, in consultation with the Mayor/Chair of Finance may incur expenditure on behalf of the Council, which is necessary to carry out any repair, replacement or other work, which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure. The Clerk/Mayor shall report the action to the next meeting of the Council or as soon as practicable thereafter.

Other Items:

It was noted that 106 monies are clearly identified with CBC. If 106 monies fall within the remit, then Committees should be able to draw down on them.

Members did not agree with the suggested proposals of a “Cabinet”, “Strategy Working Group”, or “Leader of Council” as they felt that these roles would conflict with the role of both the Mayor and Deputy Mayor.

It was **RECOMMENDED** that the Delegation Scheme is presented to each Committee before a final version is presented to the Town Council for adoption.

b. Mayor's Chain

The Town Council Ceremonial Mayor's chain was updated on the 24th May 2016, to include the last 5 years of terms of office of Mayor of Biggleswade.

The chain at present lists the mayors of Biggleswade Town Council for the last 43 years. The chain allows for a further two terms of office of Mayor to be added, recording 45 years of the office of Mayor of Biggleswade.

Members considered the proposal to commission a replacement Mayor's chain, a replica of the existing chain. The existing Mayor's chain, when complete, can be displayed in a lockable glass cabinet along with other historic council items.

A guide price to replace the Mayor's chain will be available for the meeting. Should Members wish to progress this matter further, additional quotations will have to be obtained.

It was **RECOMMENDED** that the Town Clerk obtain firm quotations to replace the Mayor's chain to present to Council.

7. ITEMS FOR INFORMATION

There are no items for information.

8. PUBLIC OPEN SESSION

A period of up to 15 minutes is permitted to allow members of the public to ask questions. Members of the public will be allowed one three-minute slot.

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.

There are 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.