

**FINANCE AND GENERAL PURPOSES COMMITTEE OF THE WITNEY TOWN COUNCIL**

**Held on Monday 24 September 2012**

**at 6pm in the Council Chamber, Town Hall**

**Present**

Councillor: H B Eaglestone (Chairman)

Councillors: A K Beames T J Morris  
R F N Curry (substitute for Mrs J C Baker) B J Woodruff  
P J Dorward C K Woodward

Officer: Town Clerk Democratic Services Officer  
Deputy Town Clerk

F420 **APOLOGIES FOR ABSENCE**

An apology for her absence was received from Councillor Mrs J C Baker.

F421 **DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

F422 **MINUTES**

**RESOLVED:** that the minutes of the following meetings be agreed as a correct record and signed by the Chairman:

Ordinary meeting held on 23 July 2012  
Special meeting held on 6 August 2012

F423 **PUBLIC PARTICIPATION**

There were no members of the public present for this item.

F424 **VANDALISM TO COUNCIL PROPERTY**

The Committee received and considered the report of the Amenities Manager, as circulated with the agenda.

The Town Clerk confirmed that all incidents of vandalism were reported to the police.

**RECOMMENDED:** that the Amenities Manager's report be noted.

F425 **PAYMENT OF ACCOUNTS**

Copies of the schedule of accounts paid since the last meeting of this Committee, and of the bank reconciliation statements as at 31 July and 31 August 2012, had been circulated with the agenda. These were signed by Councillors H B Eaglestone and C K Woodward.

The Town Clerk confirmed that the costs for the flooring work at Madley Park Hall would be reimbursed through S106 monies.

**RECOMMENDED:**

1) that the following schedules of accounts be approved:

Cheques	27899 to 27955 & BAC 1&2	in the sum of	£89,101.64	Imprest a/c
Cheques	100891 to 100894 DD 1-4 SO 1-6	in the sum of	£78,272.35	General a/c
Cheques	27956 to 28000 & BAC 3&4	in the sum of	£67,751.78	Imprest a/c
Cheques	100895 to 100897 DD 5-6 SO7-13	in the sum of	£68,909.98	General a/c

2) that the bank reconciliations as at 31 July and 31 August 2012 be noted.

**F426 FINANCIAL REPORT**

The Committee received and considered the report of the Town Clerk, as circulated.

The Town Clerk drew attention to the financial implications of recommendations made by the spending committees. Although the Public Halls Committee had recommended a supplementary estimate to cover the costs indicated in the legionella report, the Town Clerk advised that these could be met from the capital budget set aside earlier in the year, with the annual maintenance costs being included in the budget for the next financial year.

A Member suggested that the Town Plan should be revived and queried whether any financial commitment should be included in next year's budget to cover this work. The Town Clerk queried how Councillors saw this plan - a neighbourhood plan (which could be very costly) or a more simple vision for the town (which could possibly be carried out within current resources). It was suggested that the Town Plan Working Party should be resurrected and places allocated at the Annual Council meeting in May.

In answer to a question, the Town Clerk confirmed that the new RFO/DTC would be looking at the way in which the figures were presented and preparing a three-year forecast, which would include actual on-going running costs.

**RECOMMENDED:**

- 1) that the report be noted.
- 2) that the three recommendations from the spending committees detailed at 7.2 in the report be agreed, namely:
  - i. installation of a window in the office in Langdale Hall, to be met from the capital budget
  - ii. undertake the work as per the legionella report, to be met from the capital budget and annual maintenance costs included in the new budget.
  - iii. set up subsidised lettings budget of £1,800 for the current year.
- 3) that the damage caused to the Leys by the fair be charged to the fair operator.
- 4) that the budget parameters as detailed at 7.3 in the report be agreed.
- 5) that the Annual Council meeting in May considers reinstating the Town Plan Working Party.

**F427 DISCRETIONARY GRANT AWARDS 2012/13**

The Committee received and considered the report of the Democratic Services Officer, as circulated with the agenda.

Members noted the correspondence from Witney Arts & Crafts Society regarding the awarding of £100 towards the hiring of Langdale Hall. The Society were requesting that the grant be payable for the hire of some other suitable venue in the town.

**RECOMMENDED:**

- 1) that the report be noted
- 2) that the following grants be awarded:

	<u>Applicant</u>	<u>Grant</u>
a)	Witney Music Society	£200
b)	Witney Silver Thread	£200
	<b>Total</b>	<b>£400</b>

- 3) that payments of the above grants be made under the following powers:
  - a. **Local Government Act 1972. s145** – Provision of Entertainments
  - b. **Local Government Act 1972. s137** – Power of local authorities to incur expenditure for certain purpose not otherwise authorised
  - c. **Local Government (Misc. Prov) Act 1976, s19** – Power to provide and equip premises for use of clubs and societies having athletic, social or recreational objectives
- 4) that no grant be awarded to Volunteer Link Up.
- 5) that the grant to Witney Arts & Crafts remains as a subsidised letting for Langdale Hall.
- 6) that the correspondence regarding successful grant applications be noted.

F428 **WITNEY & DISTRICT TWINNING ASSOCIATION**

The Committee received and considered the minutes of the meeting held on 3 May 2012, as circulated with the agenda.

**RECOMMENDED:** that the minutes be noted.

F429 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

F430 **NEIGHBOURHOOD ACTION GROUP**

The Committee received and considered the confidential minutes of the meeting held on 26 July 2012.

**RECOMMENDED:** that the minutes be noted.

The Committee adjourned at this point for a meeting of the Personnel Sub-Committee, being 6.45pm, and reconvened at 7.25pm.

(Minute numbers S431-436 Personnel Sub-Committee)

F437 **STAFFING MATTERS**

The committee received and considered a verbal report of the Personnel Sub-Committee meeting held on earlier in the evening.

**RECOMMENDED:**

- 1) that the verbal report be noted and the recommendations contained therein agreed.

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The meeting closed at 7.30pm

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Chairman