

A meeting of the FINANCE & GENERAL PURPOSES COMMITTEE of Arlesey Town Council held in Arlesey Resource Centre & Library, on Tuesday 7th December 2021 at 7.00pm.

PRESENT: Cllrs: R Wenham (Chairman) P Arkle
S Hamilton S Spoor
D Shelvey

In attendance: Mrs Janet Bailey (Town Clerk) No members of the public were present.

21-2/038 Apologies for Absence

Cllrs Dalgarno and Pang.

21-2/039 Declarations of Interest and Dispensations

(Members of the Council are invited to disclose any personal interest or personal and pecuniary interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members)

21-2/039.1 To receive declarations of interest from councillors on items on the agenda.

None received – Cllrs residing in Arlesey will have a pecuniary interest in Agenda Item: 21-2/047 (iii) however dispensation exists due to requirement of council to set budget and submit a precept request and qualification criteria of Cllrs to be eligible for office.

21-2/039.2 To receive written requests for dispensations for disclosable pecuniary interests.

None received

21-2/039.3 To grant any requests for dispensation as appropriate. A request for dispensation must be made on an individual basis.

None received

21-2/040 Public Participation- *Standing Orders will be suspended at this point and re-instated before proceeding to the next agenda item* - Public participation up to a maximum of 15 minutes.

There was no public participation.

21-2/041 Minutes of the Previous Meeting

To consider and approve the minutes of the Finance & General Purposes Committee meeting held on 7th September 2021.

RESOLVED that the minutes of the meeting of the Finance and General Purposes Committee held on 7th September 2021 be approved and be signed by the Chairman as a true recording of proceedings.

21-2/042 Planning Applications – *Right to be notified of planning applications – Town & County Planning Act 1990*

21-2/042.1 **CB/21/04303/FULL: Land adjacent to 1 Bates Avenue, Arlesey, SG15 6RA**

Proposal: Erection of one net-zero carbon residential dwelling, relocation of visitor parking and alterations to play area and open space approved under application CB/18/00399/RM

Details: Revised site layout plan, landscaping plan and floor plans

Notification received from CBC Planning Officer, Fenella Hackney, that application had been withdrawn on 19th November 2021.

21-2/043 Balance Sheet as at 31st October 2021- *For Information Only* – Members reviewed Interim Balance Sheet with bank reconciliation as at 31st October 2021(month 7).

Clerk made members aware that the Teachers Building Society account application form had been submitted to open an additional account to protect balances within FSCS limits.

Cllr Shelvey requested UTB rating researched as smaller organization may be less protected than larger banks. Findings to be reported to council December 2021.

21-2/044 2021/22 Finance Review year to date – Members received and reviewed interim income and expenditure information as of 31st October 2021.

21-2/045 Ear Marked Reserves Review – Members reviewed interim ear marked reserves as of 31st October 2021.

Cllr Shelvey noted £30k to be transferred to EMR Skatepark for regeneration project and requested Council agenda item in December to consider transferring the funds in current financial year.

21-2/046 Projects 2022/2023 – Members considered project priority and ideas to be delivered 2022/2023 to assist finalizing of draft budget 2022/2023.

Cllrs supported moving the skatepark project to a short/medium term delivery.

Recommendation: that council approve project delivery schedule with amendment to skatepark priority moving from long term to short/medium term.

21-2/047 Draft Budget 2022/2023 –

i) Fee Review – Members reviewed fees charged for council services/use of facilities to be reflected in draft budget.

Recommendation: that council approve Clerk recommendation to retain all fee levels at 2021/22 rate for the financial year 2022/23 and contact the two existing long term hirers not currently in line with commercial rate charged, to inform of increase in April 2022 to current commercial rate in line with all other long-term hirers.

ii) St Peters Grass cutting financial assistance – Members considered continuation of St Peters grass cutting for 2022/2023 as part of budget setting.

Recommendation: that council approve continuation of grass cutting provision for St Peter's churchyard for 2022/23, seeking quotes for council approval prior to year-end. Clarification to be sought from BATPC regarding internal auditor recommendation to process the payments as s137 financial assistance as opposed to against accounting cost centre in budget.

iii) Draft Budget v2 04/11/21 - Members discussed and consider information contained in draft budget. V2 using data as at end Month 7 (interim figures)

Salary discussions followed and clarification was provided that forecasted figures 2021/22 included an estimated 2% increase to salaries currently under negotiation which will require back dating to April 2021, a 2% salary increase and 1% rise in LGPS employers' contribution had been calculated and incorporated into the budget figure for 2022/23 as had the pay scale increase applicable to Clerk for completion of CiLCA qualification

Clerk confirmed question from Cllr Wenham - National insurance increases to be introduced in April 2022 had been incorporated into budget alongside increase to National Minimum Wage.

Cllr Shelvey had raised transfer of £30k from general reserve to EMR for skatepark under previous agenda item, movement agreed as per budget – council to approve which year transfer should be made. The Queens Jubilee EMR was forecasted to be made this financial year.

Committee was satisfied with the calculations made and explanations given by Clerk.

The proposed increased grass cutting budget was discussed and members attention drawn to contractor's cancellation of contract to cut St Peters and Cemetery phase 1 – requiring new contract to be sought this would bring an increase as the current contractor was substantially lower in cost than other quotes obtained. CBC invoicing for 2021/22 and 2022/23 had been incorporated into the 22/23 budget as this service had been handed back to CBC in 2018 and not yet charged for.

Committee were satisfied with the calculations made and explanations given by Clerk.

Committee Recommendation: that council approve the draft budget v2 04/11/21 as produced by Clerk and reviewed by committee, resulting in a precept request in the sum of £253,576 – delivering a 0.5% reduction in the Arlesey Town Council element of council tax 2022/23.

21-2/048 RoSPA Report Repairs – Members received quarterly update on repairs carried out in response to RoSPA report 2021.

Members noted repairs carried out to date and those ongoing.

21-2/049 Legionella Water Testing- Members considered quotations received to conduct Risk Assessment and sample water testing of MUGA building for Legionella.

Recommendation: that council approve engagement of Direct 365 services to conduct a test on water sample and conduct a risk assessment for council to manage going forward, for the sum quoted of £335.00+VAT.

21-2/050 London Row Parking- Members considered correspondence from resident regarding parking issue on London Row and Football ground.

Cllr Shelvey informed members that Cllr Dalgarno had met with approx. 5 residents of London Row and had subsequent conversations with CBC Highways officers who are monitoring the parking situation.

No motion tabled

21-2/051 Public Participation on Items Arising from this Meeting- *Standing Orders will be suspended at this point and re-instated before proceeding to the next agenda item.*

There was no public participation.

Meeting Closed 7.59.pm

Chairman **Date.....**