

LYDNEY TOWN COUNCIL

FINANCE AND SCRUTINY COMMITTEE MEETING – 2012/12/10 – 19

MINUTES OF THE EXTRA ORDINARY FINANCE AND SCRUTINY COMMITTEE MEETING held in the Council Chamber, Claremont House, Lydney on Monday 10 December 2012 at 1.30 pm.

PRESENT: Cllrs B Pearman (Chairman), B Berryman, D Biddle, C Harris, C Matthews, W J Osborne and B Thomas

Mrs J Smailes – Chief Executive Officer (CEO)/RFO

Miss C Wheeler – Executive Officer (EO)

One member of the public

1. **APOLOGIES**

None.

2. **DECLARATIONS OF INTEREST**

Cllr D Biddle – Agenda item 4) Grants – Lydney Youth Cafe, The Victoria Centre and Lydney Festival.

3. **OPEN FORUM**

No requests to speak were received.

4. **GRANTS**

Having declared an interest in this matter Cllr Biddle excused himself from the Chamber.

a) **Vibes – Lydney Youth Cafe**

Prior to the meeting Members were provided with a copy of the Grant application which would be payable in 2012. Due to the completed form which had been received, Cllr Biddle was requested to return to the Chamber to clarify that the Café would continue in the event that it did not receive the full extent of the grant which it had applied for. Cllr Biddle then excused himself from the Chamber. Having received an assurance to this effect, it was **proposed by Cllr Osborne** that £250 would be awarded, however, the proposal was not seconded.

After a short further discussion it was **proposed by Cllr Matthews, seconded by Cllr Berryman**, that a grant of £750.00 would be awarded. The motion was then put to a vote which was carried.

Action by – the CEO

b) **The Victoria Centre**

Prior to the meeting Members were provided with a copy of the Grant application which would be payable in 2012.

It was proposed by **Cllr Osborne, seconded by Cllr Matthews** that a grant of £546.00 would be awarded. Unanimous.

Action by – the CEO

c) **Lydney Festival**

Prior to the meeting Members were provided with a copy of the Grant application which would be payable April 2013. After seeking an assurance that provision for a grant had been included in the Council's 2013-2014 budget, it was **proposed by Cllr**


18/2/10

LYDNEY TOWN COUNCIL

FINANCE AND SCRUTINY COMMITTEE MEETING – 2012/12/10 – 20

Matthews, seconded by Cllr Berryman, that a grant of £1,500 would be awarded to the organisation in the 2013-2014 financial year. Unanimous.

Action by – the CEO

5. TRAINING

It was noted that Ground Staff would be required to undergo training on Highway safety in order that they may work on the highway maintaining floral displays, etc. During discussion Members were reminded that the Amenities Committee had previously agreed that they wished to undertake number of floral improvements and the cultivation rights of the two (eventually three) roundabouts and that as an Employer, the Council was required to ensure that its employees had received appropriate training to undertake the work required of them. The CEO advised that an on-site course would cost £330.00, plus mileage and that following successful completion of the training it would be necessary to register each member of Ground Staff with LANTRA at a cost of £47.00 per employee. It was noted that the training would need to be undertaken on a five year basis and it was **proposed by Cllr Berryman, seconded by Cllr Harris**, that the training be undertaken regardless of whether there were sufficient funds in the current budget.

Action by – the CEO

6. BUDGET 2013/14

It was noted that due to the Government's decision to change how the Tax Base was calculated it was not possible for Forest of Dean District Council to provide the Town Council with details of the Band D Tax Base figure until the middle of January. Councillors were reminded that the Committee had already agreed to submit its budget recommendation to Full Council, irrespective of effect of the legislative change. Furthermore, if the recommended budget and Precept demand was agreed, details of the Precept demand would not be submitted to the District Council until after the January Full Council meeting.

During discussion Members were advised that the proposed budget had been calculated on a 4.98% increase, as per their request, and it was re-iterated that that true percentage increase would not be known until Forest of Dean District Council had concluded their Tax Base calculations. Councillors were asked to confirm their satisfaction with the proposed budget and it was **proposed by Cllr Osborne** that the budget be accepted and a recommendation made to Full Council. **Seconded by Cllr Harris**. Unanimous. Responding to a question which had been raised by Cllr Thomas, the CEO agreed to ascertain the number of empty properties in the Parish from Forest of Dean District Council (as and when information available).

Action by – the CEO

Resolved: To submit a budget and Precept Demand for the 2013/2014 financial year of £446,200 to the December Full Council meeting.

EXCLUSION OF THE PUBLIC & PRESS
Page 22 (Inclusive) - CLOSED SESSION

Standing orders suspended in order that the Council may continue in "closed session" under the provisions of The Public (Admission to Meetings Act 1960) as the business to be discussed is considered to be of a confidential nature

LYDNEY TOWN COUNCIL

FINANCE AND SCRUTINY COMMITTEE MEETING – 2012/12/10 – 21

10. STAFFING

- CEO and EO registered “workplace” First Aiders
- Delegated powers granted to the CEO to investigate the cost and to purchase said defibrillator for Council office

Meeting closed at 9.56 pm

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18/2/13