

BERKHAMSTED TOWN COUNCIL

Minutes of a meeting of the

FINANCE & POLICY COMMITTEE

Held in the Council Chamber, Civic Centre, Berkhamsted on

Monday 9 July 2018 at 7.30 pm

MEMBERS PRESENT:

Councillors B Newton (Chair)
S Bateman
J Jones
I Reay (substituting for Cllr Mrs C Green)
G Stevens
G Yearwood

ALSO PRESENT

Councillors Cllr G Corry
Officer Mrs J Mason, Town Clerk

OPENING MATTERS

FP 39/18 To elect a **Chair** of the Committee for the Council year **2018/19**

Cllr I Reay proposed and Cllr J Jones seconded that Cllr B Newton be appointed as Chair for the forthcoming year. There being no other nominations Cllr Newton was appointed unanimously.

FP 40/18 To elect a **Vice-Chair** of the Committee for the Council year **2018/19**

Cllr B Newton proposed and Cllr I Reay seconded that Cllr J Jones be elected as Vice Chair for the forthcoming year. There being no other nomination Cllr Jones was appointed unanimously.

FP 41/18 To receive **apologies for absence**

Apologies for absence were received from Cllr Mrs C Green and Cllr T Ritchie.

FP 42/18 To receive **declarations of interest** regarding items on the agenda

Cllr I Reay declared a personal interest in the grant application at item FC 47/18 (v) below because he is a member of the Chamber of Commerce and also sits on the Chamber's sub committee established to manage the Events Berkhamsted project.

FP 43/18 To approve the **minutes of the previous meeting** held on 8 May 2018

The minutes of the meeting held on 8 May 2018 were approved as a correct record and were duly signed as such by the Chair.

FP 44/18 **Chair's Communications**

The following items had been received:

- (i) The Hospice of St Francis - July News
- (ii) NALC Newsletter
- (iii) HAPTC Bulletin 7 June
- (iv) NALC Annual Conference 2018
- (v) NALC Star Councils Awards
(190618)*
- (vi) Invitation to and agenda for the 9 July meeting of the Hertfordshire Criminal Justice Board (NB this is the first time the Board has met in public)

It was **agreed** that if possible the link to the minutes of this meeting should be circulated to councillors by the Town Clerk

- (vii) HAPTC Bulletin 22 June
- (viii) BDCC Breakfast Meeting 4 July 2018, 7.15 – 9.15am
- (ix) NALC Newsletter
- (x) HCC Walking in Hertfordshire – Explore Hertfordshire's green spaces in July

FP 45/18 **To suspend Standing Orders to allow public participation**

The Chair suspended standing orders to enable Malcolm Lindo and Kerry Lindo to make the presentation minuted below.

FP 46/18 **To receive** a presentation by members of **The Open Door Project** in support of the grant funding application made at the Full Council meeting held on 16 April [FC 31/18 (ii) refers]. At that meeting £400 was granted towards the cost of electrical work (£1,152 had been requested).

The background to the project was explained. The Way Inn Christian Trust had been established in 1991 with the objective of providing and maintaining centres "...as places for the provision of information, advice, counselling, care, comfort and refreshment...". Most recently the Trust had taken on the lease at 360, High Street, now one of three venues. The purpose was to expand the services of The Trust through The Open Door Project. Many services were already being offered such as family counselling, a dementia café, yoga and cookery, all in a relaxed and welcoming setting. Such facilities although highly valued are scarce in

Berkhamsted and there is the opportunity to expand. Many individuals are interested in being involved either as service providers or clients. However, the premises are in need of a schedule of repairs and maintenance, particularly in the series of out buildings to the rear. There is an urgent requirement to make the electrics safe, repair the roof and provide an accessible toilet on the ground floor. Funds donated by the Town Council would pay for the electrical work and any surplus, if any, would be put towards roof repairs.

Since 2014 the majority of year end surpluses had been used to repay the mortgage at 268, High Street (bookshop, Upstairs Gallery, Post Office) so reserves were low. Additionally, business rates had increased substantially in recent years exacerbated by the withdrawal of the Trust's charitable relief allowance. Discussions were on-going with DBC on this issue.

A hand out summarising the key points of the presentation was distributed and following a discussion the Chair, thanking Mr and Mrs Lindo for their input, reinstated standing orders.

FINANCIAL MATTERS

FP 47/18 Grant Applications

- (i) To review the funding application made to Full Council by **The Open Door Project** in the light of the information made available during the above presentation (FP 46/18).

It was **RESOLVED** that a further grant of £752 be made to The Open Door Project, representing the balance between the £400 already paid and the original grant application for £1,152.

- (ii) It was **RESOLVED** that a payment of £300 be made to the **Royal British Legion** (Berkhamsted and Tring branch) towards the costs for the Remembrance Sunday service on 11 November 2018. (FP33/16 refers.)

It was noted that the Town Clerk had been in touch with the British Legion about the WWI Armistice centenary on 11 November 2018.

- (iii) To consider a grant application for £1,000 made on 28 June 2018 by Parkrun Global Limited (**Berkhamsted Junior Park Run**) towards set up costs for a weekly fun run around Ashlyns School.

It was **RESOLVED** that a grant of £500 be made. The Town Clerk would also suggest to the organisers that they contact the Rotary Club of Berkhamsted Bulbourne about the possibility of further funding.

- (iv) To consider a grant application for £750 made on 28 June by **Berkofest** towards marquee and festival pack hire. These items are for the planned "**Kid's Zone**" where children will learn about sustainability and the dangers of some manufactured materials.

It was **RESOLVED** that a grant of £250 be made.

- (v) To consider making a further payment to **Berkhamsted Chamber of Commerce** towards the setting up of Event Berkhamsted. Members will recall that at the 15 January meeting of the F & P Committee an application for £1,000 was made and considered. £500 was awarded at that time with the possibility of further financial commitment on receipt of information about the new organisation's plans, structure and governance arrangements.

The details submitted were reviewed. It was **RESOLVED** that a further grant of £500 be made towards the setting up of Event Berkhamsted.

- (vi) To consider a grant application for £1,000 made on 19 June 2018 by **Chiltern Arts** towards the costs of Chiltern Arts Autumn Weekend "Bach and Beyond." There will be a day of performance and discussion with the David Rees-Williams Trio in Berkhamsted on Sunday 30 September.

It was **RESOLVED** that a grant would not be awarded because of the pressure of demand from more locally based charities and organisations.

FP 48/18 Income and Expenditure including Receipts and Payments Schedule

- (i) To **note and approve** the **Income and Expenditure and Variance Analysis** at 31 May 2018.

This item was **deferred** to the 20 August meeting of Full Council.

- (ii) The Receipts and Payments Schedule for the period 1 April 2018 – 31 May 2018 had been sent to Cllrs B Newton and G Stevens for scrutiny. They reported that they had no issues to raise. The schedule was **approved and signed** by Cllrs Newton and Stevens.

YOUTH MATTERS

FP 49 /18 Youth Town Council

It was **noted** that meetings of the Youth Town Council were held on 13 June and 4 July 2018. Cllr Stevens was very pleased to report that a number of new Youth Town Councillors had been recruited and that the Project Manager encouraged YT Councillors to run the meetings themselves. The YTC would also be running a stall at Berkofest.

It was **noted** that the Town Clerk had recently had a meeting with a member of the teaching staff from Berkhamsted School who is also the Community Services Coordinator. She had undertaken to promote the work of the Youth Town Council and the Swan Youth Project activities within the school.

POLICY MATTERS

FP 50/18 Sunnyside Rural Trust Leases at Sunnyside Allotments

- (i) To **nominate** a small group to discuss with Sunnyside Rural Trust the renewal of the main lease which expires in 2019 and the shorter annual leases.

Following a discussion about the history of the leases with Sunnyside Rural Trust it was **RESOLVED** that Cllr G Stevens, Cllr B Newton and Cllr I Reay be nominated to the group. The Town Clerk will make arrangements with SRT's CEO for the preliminary meeting.

- (ii) It was further **RESOLVED** that following discussions the group should make a recommendation on the options to Full Council.

FP 51/18 Close of Meeting

The meeting closed at 8.29 pm.

Signed.....

Date.....