

BERKHAMSTED TOWN COUNCIL

Minutes of a meeting of the

FINANCE & POLICY COMMITTEE

Held in the Council Chamber, Civic Centre, Berkhamsted on

Monday 11 September 2017

MEMBERS PRESENT:

Councillors J Jones (Chairing the meeting in Cllr Newton's absence)
E. Collins
T Ritchie
G. Stevens
G. Yearwood

OTHER COUNCILLORS PRESENT:

Councillors G Corry
I Reay

OFFICER Mrs J Mason, Town Clerk

OPENING MATTERS

FP 63/17 Apologies for absence

Apologies for absence were received from Cllr B Newton.

FP 64/17 Declarations of interest regarding items on the agenda

Cllr Stevens and Cllr Ritchie both declared personal interests in FP 68/17 (i) Happy Wanderers Club grant application because the club secretary was known to them.

FP 65/17 Minutes of the previous meeting held on 14 August 2017

The minutes of the previous meeting held on 14 August 2017 were approved as a correct record and were duly signed as such by the Chair.

FP 66/17 Chair's Communications

(i) NALC Chief Executive's Bulletin June 2017
190617*

(ii) The Hospice of St Francis September 2017 newsletter
110817*

FP 67/17 To suspend Standing Orders to allow public participation

No members of the public were present.

FINANCIAL MATTERS

FP 68/17 Grant Application – to consider the following applications

- (i) Happy Wanderers Club for the Disabled: Application for £650 towards disabled access coach hire for the club's Broadening Horizons Project which takes members on outings outside their normal ambit.

The application was reviewed. Cllr Stevens proposed and Cllr Jones seconded that a grant of £650 be made to the Happy Wanderers Club. This was **RESOLVED** unanimously.

- (ii) Herts Vision Loss: Application for £1,000 towards funding for a home visiting service for older people in Berkhamsted.

The application was reviewed. Following a discussion it was **RESOLVED** that the Town Clerk should ask Herts Vision Loss' Chief Executive for details of how many people in Berkhamsted would benefit from the project; the Committee were not clear as to whether this was a Berkhamsted specific project or one that covered the whole county.

Action Town Clerk

FP 69/17 Income and Expenditure including Receipts and Payments Schedule

- (i) The Income and Expenditure and Variance Analysis at 31 July 2017 was noted and approved. Significant variances were discussed. Income code 0125 Community Infrastructure Levy, was already slightly over budget with additional income anticipated after the month end. It was proposed that a meeting of the CIL Working Group should therefore be called to put forward project proposals.

Action Town Clerk

Turning to expenditure code 7303 Water Supply Charges (Allotments), it was noted that a large water bill for Dellfield Allotment site had been received (£1,706.43) and had been discussed by the Finance Officer with Affinity Water. She had established that the meter had not been read by Affinity for some time. There is not a leak at the site and investigations continue.

Action Town Clerk

- (ii) The Receipts and Payments Schedule for the period 1 – 31 July 2017 had been sent to Cllr J Jones (in Cllr Newton's absence) and G Stevens for

scrutiny and they had both initialled the schedule which was now received and approved.

FP 70/17 HCC Highways Projects – to consider recommendations made at the T & E Committee held on 21 August 2017 (TE 77/17 and 78/17 refer)

(i) Parking in Bridgewater Road

Cllr Reay confirmed that the T & E Committee had supported a motion to extend the commuter parking ban in Bridgewater Road and had made a recommendation that a contribution should be made towards the public engagement stage.

Following a discussion it was

- a. **Agreed** to support the motion and
- b. **RESOLVED** that a contribution of up to £2,350 should be made by the Town Council towards the cost of the public engagement stage of the project. This contribution will be made in the current financial year (subject to the anticipated progress being made with the project). Therefore, it would be necessary to make an adjustment to the current year budget and make a virement to a new budget code from reserves to cover the cost of this expenditure. This virement will be referred to Full Council on 25 September.

Action Town Clerk

(ii) 20 mph zones

The T & E Committee had supported a motion to introduce a 20mph zone in an area roughly bounded by Ellesmere Road, Bank Mill, High Street, Mill Street and Station Road. (Maps are available to view on the Town Council website.) The T & E Committee had also made a recommendation that up to £5,000 be contributed towards the cost of the project. These proposals were now being referred to the F & P Committee for a decision.

A discussion followed. Cllr Reay explained that the public engagement stage of the project would cost £6,440 and that failure to secure funding could lead to delays until the next financial year. Cllr Yearwood proposed that the T & E recommendation should be amended and that a contribution of up to £6,440 should be made to fund the public engagement stage. Cllr Stevens seconded this proposal.

A vote was taken and four councillors supported the above amendment with one councillor voting against. It was therefore

- a. **Agreed** to support the motion and
- b. **RESOLVED** that a contribution of £6,440 should be made by the Town Council towards the cost of the public engagement stage of the project. This contribution will be made in the current financial year (subject to the anticipated progress being made with the project). Therefore, it will be necessary to make an adjustment to the current year budget and make a virement to a new budget code from reserves to cover the cost of this

expenditure. This virement will be referred to Full Council on 25 September.

Action Town Clerk

POLICY MATTERS

FP 71/17 Data Protection Regulations

It was noted that

- (i) The EU regulation known as General Data Protection Regulation (“GDPR”) will come into force on 25 May 2018. The Government has also confirmed that it will introduce new legislation to repeal the Data Protection Act 1998 (“the 1998 Act”) and to ensure that new UK legislation does not create inconsistencies with the GDPR. It therefore seems likely that new UK legislation would be introduced before or on 25 May 2018. (NALC briefing note that includes an annex explaining how this will affect councils was circulated to councillors on 22 August 2017.)
- (ii) The Town Clerk has signed up for a HAPTC seminar on the subject which is likely to be held on 15 November 2017.

SUB COMMITTEES

FP 72/17 Festival of Light Working Group

The notes of the meeting held on 22 July 2017 were reviewed. The Town Clerk raised uncertainties about police involvement at the event. Cllr Ritchie and Cllr Stevens agreed to raise these concerns with the Commissioner’s office in the light of pending changes in personnel.

Action Cllrs Ritchie and Stevens

FP 73/17 Close of meeting

The meeting closed at 8.31 pm.

Signed.....

Date.....