



Yeovil Town Council

Town House
19 Union Street
Yeovil
BA20 1PQ

Mayor : Cllr D Shutler. Town Clerk : Amanda Card BA (Hons), CPFA
T-01935 382424, F-01935 382429, W - www.yeovil.gov.uk
E-Town.Clerk@yeovil.gov.uk

Minutes of the meeting of Policy, Resources & Finance Committee of Yeovil Town Council held on Tuesday 31st May 2016 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs T Lock (Chairman), D Shutler (Mayor of Yeovil), D Recardo (Deputy Mayor of Yeovil), P Gubbins, T Ledlie, P Lock, S Lowery, E Potts-Jones, F Purbrick, W Read, M Roper and R Stickland.

In Attendance: A Card (Town Clerk)

There were 0 members of the public and 0 member of the press present.

7.05pm - Public Question Time. There were no questions from the members of the present at this time.

7.05pm - Meeting commenced.

9/90. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and to consider the reasons given.
LGA 1972 s85(1)

Apologies were received from Cllr G Oakes – conflicting engagement.

RESOLVED: to accept the apologies with the reasons given.

9/91. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

Declarations of interest were received from:

Cllr E Potts-Jones – Personal– Agenda Item 9/96 (d) Application for Grant Aid for Yeovil Olympiads Athletics Club – member of UK Athletics.

There were no other Declarations made at this time.

9/92. MINUTES

To approve as a correct record the Minutes of the meeting held on 29th March 2016.

RESOLVED: that the minutes of the meeting held on 29th March 2016 were signed and dated as a correct record.

9/93. EXCLUSION OF PRESS AND PUBLIC

Due to the confidential nature of the business of items 9/100 to 9/104 under the Public Bodies (Admission to Meetings) Act 1960 s3, it is likely a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors.
Public Bodies (Admission to Meetings) Act 1960 s3

RESOLVED: that Agenda Item 9/100 to 9/104 be heard with the Public and Press excluded.

9/94. NOTICE OF MOTION FROM CLLR WES READ

“That this Council cap the Grant Aid application (currently £5,000) in any one application to £2,500 maximum per application”

Seconded by: Cllr P Gubbins.

RESOLVED: that this Council cap the Grant Aid application in any one application to £2,500 maximum per application.

9/95. AMENDMENTS TO GRANT POLICY

RESOLVED: Applications for Small Grant Assistance for grants over the maximum amount will not be considered in exceptional circumstances.

9/96. APPLICATION FOR GRANT AID

Applications received from:

- a) **Good Fellowship Club** –New application (£500)

RESOLVED: To award a grant of £500.

- b) **Yeovil Town Community Sports Trust Ltd** – (£2,500)

Cllr P Lock declared a personal interest in Yeovil Town Football Club not with the Yeovil Town Community Sports Trust Ltd.

Cllr R Stickland declared a personal interest in Yeovil Town Football Club in that he is a supporter of the ladies team.

RESOLVED: that £500 be awarded subject to (1) providing evidence that the applicants are successful in achieving the remaining required funding, and (2) applying to the other parishes in Yeovil for grant assistance.

c) The Women's Community Forum – New Application (£1,000)

RESOLVED: Refused.

d) Yeovil Olympiads Athletics Club – (£900)

RESOLVED: that £500 be awarded but a letter be sent informing the applicants that future applications will not be considered within the next 3 years.

e) Sutton Bingham & District Canoe Club – (£1,000)

RESOLVED: that £500 be awarded subject to providing evidence that the applicants are successful in achieving the required funding.

9/97. FINANCIAL STATEMENT – FEBRUARY 2016/MARCH 2016

Members reviewed the Financial Statements for the months of February 2016 and March 2016.

One member requested that some budget line narrative be amended and another member requested a list of journal types for the nominal departmental analysis.

RESOLVED: to note the Financial Statement for the months of February 2016 and March 2016.

9/98. CAPITAL AND REVENUE RESERVES

Members reviewed the statement of Capital & Revenue reserves as at 31st March 2016.

RESOLVED: to note the level of the Capital and Revenue Reserves as at 31st March 2016.

9/99. INTERNAL AUDIT REPORT

RESOLVED: (1) to note the report; and (2) to note the management responses as given by the Town Clerk/Responsible Financial Officer.

There were no questions from the members of the present at this time.

The Committee passed a resolution (see item 9/91 to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to

Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

9/100. YOUTH SERVICES UPDATE (COMMERCIAL IN CONFIDENCE)

RESOLVED: (1) to note the report; (2) to accept the recommendations of the Youth Services Review Steering Group in agreeing to the providers proposal; (3) to accept the recommendations of the Youth Services Review Steering Group in agreeing to the contract review mechanisms and length of contract; (4) to agree the contribution from Yeovil Town Council as outlined in the report; and (5) to agree that further discussions be held between Yeovil Town Council and Yeovil Without Parish Council for budget setting purposes for 2017/18.

9/101. BUS SHELTERS (COMMERCIAL IN CONFIDENCE)

RESOLVED: to note the verbal update given by the Town Clerk.

9/102. REGRADING OF FINANCE ADMINISTRATOR'S POST (STAFF IN CONFIDENCE)

RESOLVED: to regrade the Finance Administrator to Finance Officer with the appropriate remuneration with effect from April 2016.

9/103. MAYORS ALLOWANCE (CONFIDENTIAL)

RESOLVED: (1) to note the report; and (2) to approve the arrangements as detailed within the report.

9/104. TELEPHONES (COMMERCIAL IN CONFIDENCE)

RESOLVED: (1) to note the report; (2) to procure a telephone system from the preferred supplier; (3) to keep this Committee updated on the project.

Meeting closed at 9:07pm

Signed: (Chairman) Date