

AT A MEETING OF THE FINANCE & POLICY COMMITTEE OF BRACKLEY
TOWN COUNCIL HELD IN THE UPPER HALL, TOWN HALL, BRACKLEY ON
MONDAY 21ST MAY 2007 at 7.51 pm

Present: The Worshipful the Town Mayor (Councillor P J Broomfield)
Councillors C S Billingham, C J Blunden, K D Bonner-Dunham,
C O Cartmell, K Dixon, D Dunham and W B Stimpson,

Apologies: Councillors T D Hayward (holiday) and P H Stocker (work commitments)

In attendance: Councillor P Joyce

49. ELECTION OF CHAIRMAN

Councillor Cartmell was nominated by Councillor Blunden and seconded by Councillor Bonner-Dunham. It was

RESOLVED:

That Councillor Cartmell be elected Chairman for the ensuing year.

50. ELECTION OF VICE CHAIRMAN

Councillor Billingham was nominated by Councillor Stimpson and seconded by Councillor Bonner-Dunham. It was

RESOLVED:

That Councillor Billingham be elected Vice Chairman for the ensuing year.

51. DECLARATIONS OF INTEREST

Interests declared by Councillors Blunden and Dixon in the confidential item relating to the NALC Internal Auditors Report, Councillor Dixon in items 1624 and 1627 of List of Accounts 2B and the Town Mayor in items 1621 and 1623 of List of Accounts 2B.

52. APPOINTMENTS TO CARNIVAL SUB COMMITTEE

The current Town Council's representative on the Carnival Sub Committee is the Deputy Mayor, Councillor Dixon, and Members were asked to nominate a further person. After discussion it was

RESOLVED:

That the appointment be deferred until after there was a full complement of Councillors.

Councillor Cartmell indicated that he would be prepared to be nominated if no-one else put their name forward.

53. BRACKLEY VISION

The current representative on the above group is the Town Mayor and Members were asked to nominate a second Member. Councillor Bonner-Dunham indicated that she wished to join this group. Members supported this and it was

RESOLVED:

That Councillor Bonner-Dunham be nominated as the Council's second representative on Brackley Vision.

54. BRACKLEY VISION TOWN ENTRANCE SIGNPOSTS

A copy of a letter from Mr B Carter giving an update of the proposal to replace the Town entrance signposts and two Market Place signs was attached to the Report. It also suggested that town maps with road index and grid be placed at various locations outlined in the letter. The County Council has no objections to the new signs but is seeking assurance that the Town Council will take ownership and any ongoing maintenance.

Concern was expressed that the current 'twinning' signs were in the ownership of the Town Council and therefore their removal and the making good the area would be at the Town Council's expense. Councillor Billingham suggested that the current signs be left in place and that Brackley Vision spend the money for the new signs on another project and she was not happy that the Town Council would be asked to pay for the removal of the old signs. Councillor Bonner-Dunham commented that the twinning signs were in disrepair and not in the best positions and it would now look bad if the Town Council were to say that the new signs are not required. Councillor Billingham disagreed that the signs were in disrepair and two had been moved in the past to better positions. Councillor Dunham suggested asking Brackley Vision to pay for the removal and reinstatement of the areas where the twinning signs had been removed from. Councillor Cartmell asked why both sets of signs couldn't be used.

The Town Mayor said he was perfectly happy with the current signs. He commented on the length of time Brackley Vision took to make decisions and agreed that if the signs were to be removed this should be at the expense of Brackley Vision. It was suggested that if removed, the signs could be used at other entrances to the Town. Comment was made that Brackley Vision was trying to dictate what the Town should have in the Town and the Town Council should be more involved. It was agreed to defer making a decision on the entrance signposts until more information was available. Councillor Bonner-Dunham said she would advise the Council when Brackley Vision's AGM was to take place and the Town Clerk was asked to clarify the exact terms of reference for the group.

The Town Mayor left the room for the remainder of the discussion on the town maps.

54. BRACKLEY VISION TOWN ENTRANCE SIGNPOSTS Cont'd....

It was

RESOLVED:

That the decision on the entrance signposts be deferred until more information is available following Members comments.

That Brackley Vision be advised that the Town Council has no objection in principle to the town maps with road index grid being placed at the Market Place, Antique Cellar and Post Office, but wishes to have more detailed information on the size and type of signs to be erected.

55. CODE OF CONDUCT

Members were asked to consider whether to adopt the new Code of Conduct as it stands or to include paragraph 12(2) It was

RESOLVED:

To adopt the new Code of Conduct without paragraph 12(2)

56. TRAINING

A list of training courses for Councillors was listed in the Report. Members were asked to advise the office if there were any they wished to attend.

57. COUNCILLOR ABSENCE FROM MEETINGS

Further to Minute 143/06, because of concerns voiced by Councillors about security, Members views were sought on the provision of an attendance register which could be signed at each Meeting. It was

RESOLVED:

That an attendance register be signed at each meeting and reasons for absences recorded with apologies.

58. FINANCIAL RISK ASSESSMENT

Members were asked to approve the Financial Risk Assessment document which was attached to the Report as part of the audit regulations. It was

RESOLVED:

That the Financial Risk Assessment document be approved.

59. INSURANCE

The Town Council's Insurance is due for renewal on 31st May 2007 and details of quotations were listed in the Report. If Members agreed to renew for a five period, the rate would be reduced. It was

RESOLVED:

That agreement be given for Zurich Municipal to provide the Council's Insurance cover for a five year period and that the payment be issued.

60. ASSET REGISTER 2007/08

A copy of the Asset Register for 2007/08 had been circulated to Members. Councillor Billingham suggested that the figures for the Deputy Mayor and Mayoress' jewels had been transposed. The Town Clerk undertook to check this. It was

RESOLVED:

That the Asset Register for 2007/08 be approved.

61. TOWN GUIDE

The Town Guide was due for publication later this month. Members were asked whether additional copies were required and as this was the last edition for the contract whether they wished to extend this for a further two editions. Councillor Blunden suggested delaying any renewal of the contact until July so that in future years this would tie in with any elections. Councillor Billingham agreed that care should be taken to ensure that future editions did not clash with election years. It was

RESOLVED:

That consultation take place with the publishers on the timing of future issues.

62. CASUAL VACANCY FOR TOWN COUNCIL

Members were updated with the situation regarding the vacancy on the East Ward, Members noted.

63. FINANCE REPORTS

a) Lists of Accounts 2B

Lists of Accounts 2B had been circulated with the Agenda. It was

RESOLVED:

That List of Accounts 2B in the sum of £8,407.66 be approved and passed for payment.

b) Income Report given to Chairman at the Meeting

c) The Internal Audit Report had been completed by Councillor Joyce up to 31st March 2007

d) End of Year Reports attached to Agenda
Financial Budget Comparison
Financial Summary
Consolidated Balance Sheet
Income and Expenditure Report

It was

RESOLVED:

That these Reports have been considered and approved.

e) Annual Return for year ended 31st March 2007
Section 1 – Statement of Accounts
Section 2 – Statement of Assurance

It was

RESOLVED:

That the Town Mayor sign the above sections of the Annual Return.

64. INFORMATION REPORT

An Information Report was attached to the Agenda which covered the following items:

Parish Council Conference 24th May

Councillor Billingham was irate at the late arrival of this letter as most parish councils only have meetings once a month and it was not worth the postage. She felt it was totally undemocratic.

64. INFORMATION REPORT Cont'd.....

Northamptonshire Healthcare

Members felt that public consultation was the right way forward and suggested that the form relating to becoming a member be made available to residents through the website.

Northamptonshire Police

A copy of a letter from the Northamptonshire West Area Commander was attached to the Report. Members suggested that the Police be invited to the Public Question Time session after the Council Meeting.

65. TOWN COUNCIL VACANCIES

Reference Minute 17/07, notification had been received that there were several Members who would not be available on 18th June 2007 and therefore the co-options for the South Ward would take place on 4th June 2007 and 9th July 2007 for the East Ward, if an election had not been called. Members noted.

66. EXCLUSION OF PRESS AND PUBLIC

It was

RESOLVED:

That the press and public be excluded from this Meeting during discussion on matters relating to the Revision to Contract of Employment, Health and Safety Consultant and NALC Internal Auditors Report as publicity would be prejudicial to the public by nature of the business to be transacted.

67. REVISION TO CONTRACT OF EMPLOYMENT

Reference Minute 506/07 it was

RESOLVED:

That the amendments be approved.

68. HEALTH AND SAFETY CONSULTANT

Reference Minute 498/07, details of four companies quotations were contained in the Confidential report. It was

CONTINUATION OF A MEETING OF THE FINANCE AND POLICY COMMITTEE OF BRACKLEY TOWN COUNCIL HELD IN THE UPPER HALL, TOWN HALL, BRACKLEY ON MONDAY 21ST MAY 2007 at 7.51 pm

68. HEALTH AND SAFETY CONSULTANT Cont'd.....

RESOLVED:

That the Town Clerk liaise with the Chairman regarding the appointment of a company to enable the Town Council to comply with the required legislation.

69. NALC AUDITORS REPORT

Members were asked to consider whether an outside organisation should be attached to the Council or whether it should be an entirely separate body acting independently of the Council.

- a) That the Carnival Committee be an entirely separate body acting quite independently of the Town Council.
- b) That the Town Clerk liaise with Councillor Blunden, regarding a donation of up to £2,000.

Meeting closed at 9.23 pm

Chairman