

FINANCE AND POLICY COMMITTEE

Minutes of a Meeting of the Finance and Policy Committee held on Monday 16 November 2015, in the Upper Hall, Town Hall, Brackley.

Present: Councillor Peter Rawlinson (Chair)
Councillors Barrie, Butler, Morrell, Ross, Waldron and P Wiltshire

Officers: Town Clerk (Linda Carter), Finance & Development Officer (Alison Moses)
and Communications Support Officer (Stephanie Lloyd-Berry)

In Attendance: Councillors Sharps, Stimpson, Thompson and E Wiltshire

349/15 APOLOGIES FOR ABSENCE

Apologies were received and accepted from: Councillors Bagot-Webb, Broomfield and Cartmell

350/15 DECLARATIONS OF INTEREST

None.

351/15 PUBLIC PARTICIPATION

None.

352/15 APPROVAL OF MINUTES

On the proposition of Councillor Morrell, it was **RESOLVED**:

To receive and approve the Minutes of the previous meeting of the Finance & Policy Committee held on Monday 19 October 2015.

353/15 MEMBERS REPORT

None received.

354/15 FINANCE REPORTS

1. On the proposition of Councillor Butler, it was **RESOLVED** to:

Approve the List of Accounts 8 in the sum of £80,973.07

2. On the proposition of Councillor Butler, it was **RESOLVED** to:

To receive the month 6 out turn report.

355/15 APPOINTMENT OF CONTRACTOR FOR FIRE STATION REFURBISHMENT

Members were asked to receive the following recommendation from the Fire Station Development Sub Committee regarding the appointment of preferred contractor for the refurbishment of the Fire Station following receipt of a tender report from GSS Architects:

The Fire Station Development Sub Committee **RECOMMENDS** that the Finance and Policy Committee awards the contract for the refurbishment of the Fire Station to Art Contracts Ltd and that the final costs be no more than £406, 322, 83 + VAT and fees (four hundred and six thousand, three hundred and twenty two pounds 83p) on the condition that reasonable savings should be found where possible.

On the proposition of Councillor Rawlinson, it was **RESOLVED** to:

Accept the **RECOMMENDATION** to award the contract for the refurbishment of the Fire Station to Art Contracts Ltd and that the final costs be no more than £406,322.83 + VAT and fees.

356/15 PUBLIC WORKS LOAN BOARD

To review the decision taken regarding the level of funding to be requested from the Public Works Loan Board to finance the capital works at the Fire Station and to make a recommendation to Council for consideration at its next meeting on 7 December 2015.

A copy of the business case provided to the Fire Station Development Sub Committee to support the request was circulated to Members prior to this meeting.

The Fire Station Development Sub Committee **RECOMMENDS** that the Finance and Policy Committee considers a request to Council to approve an amendment to the resolution, taken on 2 February 2015, which would allow an application to the Public Works Loan Board for a sum of £250,000 over a period not exceeding 15 years, and with the following conditions attached:

1. No further capital projects are undertaken unless identified in the 5 year plan
2. The capital will be re-paid at the earliest opportunity.
 - a. Any budget under-spends, each year, will be transferred to a repayment reserve rather than be transferred to general reserves and when a meaningful sum is available be used to pay off the debt.
 - b. Any CIL payments will be reviewed by the Finance & Policy Committee and if appropriate be transferred to the repayment reserve.
 - c. All windfall payments will be used to pay off the debt.
3. The Fire Station Sub Committee will each month, for the duration of the project provide a written report to the Finance & Policy Committee containing:
 - Spend on the project to date (end of previous month)
 - Forecast spend to complete
 - Issues and actions taken
 - Risks and mitigating actions
 - The report to be provided with Council papers each month and not on the night

On the proposition of Councillor Rawlinson, it was **RESOLVED** to:

Accept the **RECOMMENDATION** to approve an amendment to the resolution taken on 2 February 2015, allowing an application to the Public Work Board for a sum of £250,000 (two hundred and fifty thousand pounds) over a period not exceeding 15 years.

357/15 BUSINESS PLAN AND BUDGET

An outline of the draft Five Year Business Plan and Budget was published on the Town Council website with residents advised to contact the Town Clerk for

the full document. To date, only two requests for further information and no comments regarding the plan have been received.

Members were asked for confirmation that the figures contained in the plan are to be used for the draft budget to be brought to the Committee in December 2015.

On the proposition of Councillor Butler it was **RESOLVED** to:

Confirm figures set within the Draft Five Year Business Plan and Budget be used for the draft budget to be brought to this Committee on December 2015.

358/15

POLICIES FOR APPROVAL

Members were asked to consider for adoption the Community Engagement Strategy and Pensions Discretions Policy, which were circulated to Members prior to this meeting.

On the proposition of Councillor Morrell it was **RESOLVED** to:

Adopt the Community Engagement Strategy and Pensions Discretions Policy.

On the proposition of Councillor Butler, it was **RESOLVED** to:

Adopt the Pensions Discretions Policy.

359/15

MATTERS FOR DISCUSSION OR INFORMATION

It may become necessary to re-locate the youth shelter and sport equipment sited at the Leisure Centre. Members were asked to consider a preferred site to be discussed at a future meeting.

Meeting closed at: 8.33pm

Chairman

Date