

Sandy Town Council

Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 16 May 2022 commencing at 7.30pm.

Present: Cllrs N Aldis, P Blaine (Chair), J Hewitt, R Lock, M Pettitt, M Scott and P Sharman.

Absent: Cllrs W Jackson and C Osborne.

In attendance: Mrs N Sewell (Clerk) and 4 members of the public.

Prior to the meeting starting the Mayor announced that he had received the resignation of Cllr Gibson, who through personal circumstances, felt that she could no longer serve on the Council at this time. The Mayor paid tribute to Cllr Gibson's diligence and willingness to always give 100% for the residents of Sandy. He expressed deep regret at her decision while acknowledging an understanding of how it had been reached. Members of the Committee also expressed how disappointed they were to see such an active and well-regarded Member leave the Council and all wished her well in her future endeavours with the hope that at some point in the future she may return.

For the expedience of the meeting the Chair moved Item 6 up to Item 4 as Members of the Public were present to speak about their grant application.

	<i>Actions</i>
<p>1 Apologies for absence (150-2021/22) Apologies had been received from Cllrs W Jackson and C Osborne.</p>	Admin
<p>2 Declarations of interest (151-2021/22) i) Declarable pecuniary interests – None ii) Non-pecuniary interests: a. Cllrs Lock and Aldis both declared an interest on Item 6 due to links with the Grant Applicant – Sandy Secondary School. b. Cllr Pettitt declared an interest on Item 7 as a life member of the Cricket Club All members remained in the meeting during discussion of these items, but none voted.</p>	
<p>3 Minutes of previous meeting (152-2021/22) RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 28 March 2022 and to approve them as a correct record of proceedings.</p>	Admin
<p>4 Public Participation Session (153-2021/22) 4 members of Sandy Secondary School spoke in support of their grant application (See Item 6) for funds to help with their Eco Schools Project.</p>	

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They spoke on the work that the project was doing to reduce litter and waste, not just at the school but across Sandy as a whole, and efforts to encourage biodiversity.

Members were impressed by the project and the group's passion for the work they were doing and encouraged them to involve the wider community as well as continuing to engage with the Council.

5 Financial Reports (154-2021/22)

i) Members considered the balance sheet and detailed financial report showing income and expenditure against the revenue budget for March 2022. The Chairman took Members through the report page by page.

Town Clerk

RESOLVED to note the report.

ii) Members received and considered a budget report from the Town Clerk. *Members noted that the report incorrectly stated the period of 1st March to 31st March 2022, the report should have read period 1st April 2021 to 31st March 2022.*

RESOLVED to note the report.

iii) Members scrutinised a schedule of payments made since the previous meeting.

RESOLVED to approve the list of March 2022 payments.

iv) Bank reconciliations and statements.

RESOLVED that the Chair of Policy Finance and Resources check and approve the bank reconciliations and statements.

Cllr Blaine

6 Grant Applications (155-2021/22)

Members received and considered a grant application from Sandy Secondary School Eco Committee.

It was **RESOLVED** to award a grant of £96 to Sandy Secondary School Eco Committee.

Admin

7 Cricket Club (156-2021/22)

Members received a request from Sandy Cricket Club to pay for repairs to faulty roller blind on scoreboard

It was **RESOLVED** to pay for the repair of the roller blind and that for the avoidance of any confusion in the future an agreement be drafted

Town Clerk

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to outline responsibilities for equipment repair once the development work at the Jenkin's Pavilion had been completed.

8 **CCTV (157-2021/22)**

Members received a report on the costs of Council owned CCTV cameras.

It was **RESOLVED** that the Clerk should organise a meeting between herself, a Member and the service provider on site to investigate the ongoing issues with the power supply to CCTV cameras at Bedford Road Recreation Ground and agree any necessary actions to resolve them. In addition, service records for equipment would be requested from the service providers dating from the installation date up to the present.

Town Clerk

9 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC **RESOLVED** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. **(158-2021/22)**

Town Clerk

9.1 **Christmas Lights Tenders (159-2021/22)**

Members received a report on tenders submitted for the provision of the town's Christmas Lights.

It was **RESOLVED** due to numerical inaccuracies in the report for the decision to be deferred to the Annual Council Meeting on 23rd May.

Town Clerk

9.2 **Staging for the Christmas Lights Switch on Event (160-2021/22)**

After considering the alternatives it was **RESOLVED** to approve the quotation from Company A.

Town Clerk

9.3 **Cemetery Refund Query (161-2021/22)**

Members received a report regarding a request for a part refund of interment fees and agreed to update cemetery terms and conditions, policies and pricing schedule.

It was **RESOLVED** to grant the requested refund and that the pricing and Cemetery Terms & Conditions be reviewed and updated by PF&R before the next meeting.

Town Clerk

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9.4 Staffing for the Jubilee Event (162-2021/22)

Members considered remuneration for staff working the Jubilee event on Thursday 2nd and Friday 3rd June.

It was **RESOLVED** that STC staff working the bank holiday to support the Queen's Platinum Jubilee Event would be paid double time. Clerk to establish necessary hours of working for each staff member in advance.

Town Clerk

9.5 Transfer of Land (163-2021/22)

Members received and considered a report on the transfer of land on south-west side of Potton Road as per solicitor's quote.

It was **RESOLVED** to proceed with the transfer of land and forward payment of £500 to the solicitors in service of this.

Town Clerk

9.6 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC **RESOLVED** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting. (164-2021/22)

10 Repairs to Equipment at Bedford Road Recreation Ground (165-2021/22)

Members received and considered a report on the costs of repairing equipment at Bedford Road Recreation Ground.

RESOLVED to defer the decision on repairs to playpark equipment until after a meeting with the Clerk and Play Equipment provider due to take place on 19th May so that alternatives could be explored.

Town Clerk

11 Jubilee Event Budget (166-2021/22)

Members received and noted a report from CS&E Committee of recommendation to increase the budget for the Platinum Jubilee Event to meet statutory Health & Safety requirements

Members **RESOLVED** to make recommendation to Full Council to agree to increase the budget by £3,500 as recommended by CS&E Committee.

Town Clerk

12 Council Risk Assessment (167-2021/22)

Members received the Council Risk Assessment following updates from PF&R meeting on 28th March 2022.

RESOLVED to adopt the Council Risk Assessment following updates from PF&R meeting on 28th March 2022.

Town Clerk

13 Chairman's Items (168-2021/22)

There were no Chairman's items.

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14 Date of Next Meeting (169-2021/22)
Monday 20th June 2022.

The meeting closed at 21.28