

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 8th August 2022 commencing at 7.30pm.

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

Absent: Cllrs C Osborne and R Lock

In attendance: Mrs N Sewell (Clerk) and 2 members of the public.

	<i>Actions</i>
<p>1 Apologies for absence (21-2022/23) Apologies had been received from Cllrs C Osborne and R Lock</p>	Admin
<p>2 Declarations of interest (22-2022/23) i) Declarable pecuniary interests – None ii) Non-pecuniary interests – None iii) Dispensations – None</p>	
<p>3 Minutes of previous meeting (23-2022/23) RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 20th June 2022 and to approve them as a correct record of proceedings.</p>	
<p>4 Public Participation Session (24-2021/22) No questions were asked by those present</p>	Admin
<p>5 Financial Reports (25 -2022/23) The Clerk informed Members that there was an error on the agenda as the budget being reported on was to 30th June 2022 not 31st May 2022 as published. The correct reports had been published.</p> <p>i) Members considered the balance sheet and detailed financial report showing income and expenditure against the revenue budget for June 2022. The Chairman took Members through the report page by page. RESOLVED to note the report.</p> <p>ii) Members received and considered a budget report from the Town Clerk. The following queries were received:</p> <ul style="list-style-type: none">• A typo to be corrected on page 25 to read 'runs' instead if 'rund'• Payment of £7,564 from Neighbourhood Plan EMR. Cllr Hewitt confirmed the funds had been used to pay towards consultants' fees and the traffic survey. <p>RESOLVED to note the report.</p>	

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

Queries were raised over the following:

- payment of skips at £1,007.40. Two extra hires had required to cover two events; the Platinum Jubilee celebrations and the Sandy Carnival.
- payment to Mr S Gregory of £1,122.00. Clerk confirmed payment was for repair of mower with costs for pick-up and drop-off of equipment from site.

RESOLVED to approve the list of June 2022 payments.

iv) Bank reconciliations and statements.

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

6 Cemetery Rules and Fees (26 -2022/23)

Members received an updated version of cemetery fees and recommended editorial amends to the current Town Council Burial Regulations.

RESOLVED to approve the new presentation of cemetery fees and adopt all the recommended editorial changes including the following definition of a resident and non-resident for cemetery fee purposes.

A non-resident is any person not living in the Parish or appearing on the electoral register for 3 or more years prior to death unless that person only moved from the Parish to reside in a nursing home, residential care home or to a family home outside of the Parish for the purposes of being cared for.

The following further amends are also to be implemented:

- On page 32 change interment times to align with those in the Burial Regulations
- On page 35 change depth of single depth grave to align with cemetery fees – *Clerk to confirm correct measurement with ICCM*
- Burial Regulations – Clerk to answer query regarding why there are different permissions for memorials in sections G&H compared to section K.

7 Grave Digger Fees (27-2022/23)

Town
Clerk

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Members received a report from the Clerk showing a comparison of fees for local grave digging services.

Admin

RESOLVED to continue to use the services of the Council's current contractor who continues to offer the best value for money as well as a reliable, quality service.

8 Cemetery Extension (28-2022/23)

Members received a recommendation from the Cemetery Working Group to approve payment to enable CDS to continue work on the cemetery extension and install three permanent groundwater monitoring wells as per required planning conditions.

RESOLVED to recommend to Full Council that this payment be agreed and for the works to commence. Members requested the Council ensures CDS are mindful of any impact of ongoing works on the neighbours of the site and carry out work accordingly.

9 Football Club (29-2022/23)

9.1 Members received a request from Sandy Football Club asking the Council to take over the management of the utility bill for electricity at Bedford Road Recreation Ground Pavilion.

RESOLVED for the Clerk to investigate the matter further in order to understand how this can be managed and draw up a new agreement for the appropriate apportioning of charges at the site between the two parties.

9.2 Members received feedback from Sandy Town Football Club regarding pitch fees and the management of pitches at Sunderland Road Recreation Ground, and the use of pitches by other clubs not being charged.

RESOLVED Clerk to obtain further information on the other clubs using the pitches and the Council to take action to review ongoing and future management of the pitches and facilities at Sunderland Road.

10 Public Liability Insurance (30-2022/23)

Members received a quote from its insurance broker on a policy to increase its public liability cover from £10,000,000.00 to £15,000,000.00 to align with previous years' cover.

RESOLVED to approve the quote and pay the £585.00 plus £25.00 admin fee required.

11 Church Clock (31-2022/23)

Town Clerk

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Sandy Town Council

Members received a request to replace the automated regulator in the Church Clock at a cost of £3,000.00.

RESOLVED to defer the decision to a later date so that the Clerk can supply further information about the clock and other recent repairs and costs.

Cllr Scott left the meeting 21:20

12 Council Chamber (32-2022/23)

Members received a request to waiver fees for use of the Council Chamber by the Bedfordshire Branch of the Society of Local Council Clerks' for their AGM on 8th September 2022.

RESOLVED use of the Council Chamber on this occasion to be made available free of charge.

13 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. **(33-2022/23)**

14 Salary Miscalculation (34-2022/23)

Members noted a report on a miscalculation of salary payment due, which had previously been agreed at HR Committee meeting on 4th July Ref 11-2022/23.

RESOLVED that necessary payment adjustments to be made.

15 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. **(35-2022/23)**

16 Chairmans Items (36-2022/23)

None

17 Date of Next Meeting (37-2022/23)

Monday 26th September 2022.

The meeting closed at 21:27

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