

# Sandy Town Council

**Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held virtually via Zoom on Monday 10 May 2021 commencing at 7.30pm.**

**Present:** Cllrs N Aldis, P Blaine, J Hewitt, A Hill, W Jackson, R Lock, C Osborne (Chair), M Pettitt, M Scott and P Sharman.

**In attendance:** Cllr T Knagg and Mr C Robson (Town Clerk)

*Actions*

**1 Apologies for absence (1-2021/22)**

There were no apologies.

**2 Election of Vice Chairman (2-2021/22)**

Cllr P Blaine was nominated and seconded to act as Vice Chairman of the Policy, Finance and Resources Committee for the 2021/22 year.

**RESOLVED** to elect Cllr P Blaine as Vice Chairman.

**3 Declarations of interest (3-2021/22)**

None.

**4 Minutes of previous meeting (4-2021/22)**

It was **RESOLVED** to receive the minutes of the Policy, Finance and Resources Committee held on 29 March 2021 and to approve them as a correct record of proceedings.

**5 Public Participation Session (5-2021/22)**

There were no questions from members of the public.

**6 Financial Reports (6-2021/22)**

i) Members considered a balance sheet and detailed financial report showing income and expenditure against the revenue budget for March 2021. The Chairman took Members through the report page by page.

A Member asked if savings in streetlight electricity might be made given the increase in LED lighting. The Clerk confirmed that approximately 50% of the Council's streetlighting stock was now LED and that the Council's lighting contractor was dealing with the information required by the utility provider to reassess the unmetered charge based on the level of LED lighting.

It was agreed to note the balance sheet and financial reports.

ii) Members received a budget overview report for March 2021. The Chairman took Members through the report page by page. A Member commented that it was useful to have a breakdown of the 2020/21 budget surplus by cost centre. It was agreed to note the report.

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iii) Members scrutinised a schedule of payments made since the previous meeting. It was **RESOLVED** to approve the list of March 2021 payments.

iv) It was **RESOLVED** that the Chair of Policy, Finance and Resources check and approve the bank reconciliations and statements.

Cllr  
Osborne

## 7 Grant Budget (7-2021/22)

Members received and considered a grant application from Sandy Helping Hands. The Clerk informed Members that the grants budget for the new financial year was £4,000.

Members commented that the charity provided a good service for Sandy, but that it would be good to have more understanding of how many people in Sandy they had helped. A Member questioned if some of the charity's activities duplicated those of CAB. A Member responded that they did not believe they did, as the charity offered a wider range of services, including support in completing job applications and writing CVs.

It was proposed and seconded that a grant of £500 be awarded to the applicant.

Members expressed their support for the charity, but commented that its location was not widely known and could benefit from publicity.

It was **RESOLVED** to award the sum of £500.00 to Sandy Helping Hands.

Admin

## 8 Standing Orders (8-2021/22)

Members considered a question raised by a member of the public at Full Council on 12 April 2021 and was referred to the Policy, Finance and Resources Committee for consideration.

*Question: "Should Standing Orders be so framed that an individual member may not be allowed to offer a view on behalf of council other than that as resolved".*

The Chairman reminded Members that this question had been raised by a member of the public due to concerns related to Councillors speaking on behalf of the Council externally. The Clerk advised Members that the Standing Orders were model Standing Orders adopted from NALC and that rather than amending Standing Orders it would be better to review policies and amend an existing policy to detail procedure around Councillors speaking on behalf of the Council.

It proposed that the Clerk would review the Council's policies and bring

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forward a suggested amendment or addition to incorporate more procedural guidance on the matter.

A Member commented that any such changes would need to be carefully thought about as there must be a degree of flexibility and compromise permitted to allow representatives speaking on behalf of the Council to achieve the Council's ambitions or communicate its message. Members did not feel that work should be undertaken to review and amend any policies at this time.

## 9 Sandy Bowls Club Shed Lease (9-2021/22)

Members considered a report and recommendation on a scheduled review of a lease for a shed adjacent to the bowling green. **RESOLVED** that the Council approve the renewal of the agreement for the siting of a shed at the Sandy bowling green, to be reviewed in future in line with the lease for the bowling green.

Town Clerk

## 10 Maintenance and Repair Works (10-2021/22)

Members noted a report from the Clerk on maintenance and repair works required to Sandy Town Council buildings or assets. By way of update the Clerk had compiled a list of 'live' maintenance matters the committee had previously considered. Members noted the list and considered a recommendation on repair work required to the public toilets in the car park.

It was **RESOLVED** that the committee approve works to be undertaken to the car park public toilets at a cost of £2,810 and that the cost of the work come from the Council's Rolling Capital Fund.

Town Clerk

## 11 Wifi Provision (11-2021/22)

Members received and considered a report from the Town Clerk on work and costs required to provide Wifi access for the Council offices. A Member queried whether the wi-fi network would be secure. The Clerk confirmed that the secure access point would ensure that the council's server and network were separate to the public network that users of the Chamber would use. Those using the wi-fi will not be able to access any of the Council's server.

It was **RESOLVED** that the Committee approve the quote from the Council's IT service provider for the installation and provision of Wi-fi in the Council Chamber and that the costs for the work come from the Council's miscellaneous establishment budget, 402 4020.

Town Clerk

## 12 Cemetery Extension Archaeological Work (12-2021/22)

Members received a report on the commencement of required archaeological post analysis work required to be undertaken as part of planning conditions for the cemetery extension.

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Members **RESOLVED** that the Clerk instruct the contractor to complete post-excavation work related to the full-scale excavation at the cemetery extension site. The work be completed at a cost of £15,525 and funded from the Council's rolling capital fund.

Town  
Clerk

## **13 Flag Flying Policy (13-2021/22)**

Members considered proposed changes to the Council's Flag Flying policy in light of the communication from the Ministry of Housing, Communities and Local Government. Guidance from the Government encourages local authorities who have flag poles at their buildings to fly the Union Flag all year round.

It was **RESOLVED** that the Council adopt the amended Flag Flying policy, which incorporates changes in guidance from MHSLG.

Admin

It was queried whether the Council should fly the flag at Fayne's corner on more occasions than listed in the Flag Flying policy. It was noted that the policy allows for the Mayor, in conjunction with the Town Clerk, to make decisions on flying the flag for occasions/dates in addition to those specifically listed in the policy.

## **14 Chairman's Items (14-2021/22)**

There were no Chairman's Items.

## **15 Date of Next Meeting (15-2021/22)**

It was noted that the next Policy, Finance and Resources Committee meeting will be on Monday 14<sup>th</sup> June 2021.