

SAWBRIDGEWORTH TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

Minutes

of the meeting of the Finance and Policy Committee held at the Council Offices, 49-51 Bell Street, Sawbridgeworth at 8.45 pm on **Monday 11 March 2013**.

Those present

Cllr Angela Alder
Cllr Eric Buckmaster - Chair
Cllr Derek Filler

Cllr Barry Hodges
Cllr Peter Mitchell

In attendance:

R Bowran - Town Clerk

J Kenny – Admin Officer

F 12/30 APOLOGIES FOR ABSENCE

Received and accepted from Cllr Andrew Wincott.

F 12/31 DECLARATIONS OF INTEREST

There were none

F 12/32 PUBLIC FORUM

There were no members of the public present.

F 12/33 MINUTES

Resolved: To approve as a correct record the minutes of the Finance and Policy Committee held on 10 December 2012 (F03)
[prop Cllr Alder; secd Cllr Hodges]

F 12/34 STAFF MATTERS

There were no matters to be reported.

F 12/35 FINANCE MATTERS

1. Request from Herts Police for a contribution towards the purchase of a trailer for an off road vehicle. The sum involved is £1,555 ex VAT. Members wanted to know if cost could be shared with other councils. Members wanted more detail and police to be invited to address full council.
2. Civic Centre at Sayesbury Manor. Project has yet to be completed to the council's satisfaction. Clerk reported that a final valuation of £372,991 had been received against a contract price of £368,434. Clerk had invoked the penalty clause which has a value of £9,000. There are some sums in dispute, Clerk has met with DWW and suggested a compromise of settling at contract price less 50% of the liquidated damages. Members endorsed the Clerk's actions.

F 12/36 CAR PARK PROJECT

Clerk reported on the consequences of the "First Hour Free" project in the Bell Street car park. First six months of trial show a deficit of £11.8k against a budget of £10k. This however, validates the budget extension resolved by Members to £15k for the financial year and the budget approved for 2013/14.

F 12/37 MEMORIAL HALL PROJECT

To review the progress and financial report from the Trustees of the Memorial Hall relating to the refurbishment project.

Further progress has been made. No financial report had been received from the project managers in time for this meeting. Council's own records show expenditure and commitments made to be £131k.

Agreed: To renew the delegated authority for the Clerk to sanction further expenditure on the project to the limits set. [*prop Cllr Hodges; secd Cllr Filler*]

F 12/38 POLICY MATTERS

To review progress on:

1. Council Constitution. This remains a work-in-progress.
2. Quality Council Application. This is also a work-in-progress, members asked to see the project file. This was produced and it was emphasised that the qualification should be obtained during the next mayor's term of office.
3. New Town Action Plan.
 - a. Agreed that a successor to the 2009-13 Action Plan was needed, especially in view of the council's decision not produce a Local Plan due to its economic non-viability
 - b. Agreed that the time to launch the new plan would be at the Annual Town Meeting.
 - c. Agreed that a steering group should be this committee.
 - d. Agreed to hold an extra meeting of the committee on 08 April to discuss format.

Meeting Closed at 21:16

The next scheduled meeting of the Committee is on Monday 08 April 2013.