

**WESTON-SUPER- MARE TOWN COUNCIL
MINUTES OF THE POLICY & FINANCE COMMITTEE
MEETING HELD AT GROVE HOUSE ON
MONDAY 28th SEPTEMBER 2015**

Meeting Commenced: 7.00 pm

Meeting Concluded: 7.40 pm

PRESENT: Councillors Michal Kus (Vice-Chairman), Roger Bailey, Peter Crew, Peter Fox, Mike Lyall, Richard Nightingale, Robert Payne, Lisa Pilgrim and Len Purnell

IN ATTENDANCE: Malcolm L Nicholson (Town Clerk), Sarah Pearse (Responsible Financial Officer), Tricia Brabham (Committee Officer), and Becky Parker (Weston, Worle & Somerset Mercury).

156.	<p>To receive Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received from Councillors Clive Webb and Mark Canniford.</p> <p>Councillor Webb was substituted by Councillor Len Purnell.</p> <p>In the Chairman's absence, the Vice-Chairman chaired the meeting.</p>
157.	<p>To receive Declarations of Interest</p> <p>There were no Declarations of Interest received.</p>
158.	<p>To approve minutes of the Policy & Finance Committee meeting held on 17th August 2015</p> <p>The minutes had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
159.	<p>To note the minutes of the Working Party to Review Expenditure & Governance 7th September 2015</p> <p>The meeting scheduled for the 7th September 2015 had been cancelled due to lack of business.</p>
160.	<p>Monthly Financial Reports:-</p> <p>The financial reports had been previously circulated with the agenda.</p> <p>a) For Approval</p> <p style="padding-left: 20px;">i) Schedule of Unapproved Expenditure July and August 2015</p> <p>PROPOSED BY: Councillor Roger Bailey SECONDED BY: Councillor Peter Crew</p> <p>RESOLVED: That the reports be approved.</p>

	<p>b) For Noting</p> <ul style="list-style-type: none"> i) Bank Reconciliations for July and August 2015 ii) Budgetary Control Report for July and August 2015 iii) Bank Interest Report for July and August 2015 iv) Schedule of Receipted Income for July and August 2015 v) Income Analysis for 2015/2016 vi) Bad Debt vii) Month end overspend report, period 4 and 5, 2015/16 <p>A member raised the need for a dog bin for Hayward Village and Hutton Moor Lane. Hayward Village, a new development, was not council land so a member suggested writing to North Somerset Council raising concerns about the need for a dog bin and the lack of pavements. A member advised that requests for dog bins should be submitted to the Community Services committee to be included in budget consideration discussions.</p> <p>RESOLVED: That the reports be noted.</p>
<p>161.</p>	<p>Year End Accounts 2014/15</p> <p>The Year End Accounts 2014/15 – External Audit conclusion had been previously circulated with the agenda.</p> <p>The Responsible Financial Officer reported that the external auditors had concluded the audit of the council’s year end accounts for the year ending 31st March 2015. There was one minor technicality on administration which had been resolved.</p> <p>Debate ensued. When questioned, the Responsible Financial Officer advised that the £614,000 held in reserves included earmarked funds such as the funds for the Museum project. The actual general reserve element was only £223,487. Audit guidance was that 1.5 times monthly expenditure should be held in reserves. A member reminded the committee that as reserves were low, it was agreed last year to add £50,000 a year to the reserve fund.</p> <p>RESOLVED: That the Year End Accounts conclusion and External Audit comments for the year 2014/2015 be received and noted.</p>
<p>162.</p>	<p>Water Park Concession</p> <p>The joint report of the Town Clerk and Responsible Financial Officer had been previously circulated with the agenda.</p> <p>The Town Clerk reported that the Water Park opened in July 2010 and was a popular and well used attraction. A toilet block had been added and the kiosk let out, originally for three years but then extended twice up to five years.</p> <p>The kiosk was in poor condition and needed replacing. The Tourism Committee was discussing how to further improve the facilities, including</p>

	<p>adding changing facilities. The options ranged from £1,400 to £26,000. It was suggested that £5,000 provided a reasonable compromise between quality and cost.</p> <p>Debate ensued. Members raised the possibility that charging for the Water Park could be either extended to the end of September, or increased to cover the cost of building a new facility. The possibility of using a local supplier to build a purpose built building was discussed. A member suggested combining the Museum Café and Water Park Kiosk with the Town Council running it or putting it out to tender.</p> <p>PROPOSED BY: Councillor Robert Payne SECONDED BY: Councillor Peter Crew</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That funding for a new refreshment kiosk with an indoor seating area be included in the budget for 2016/17. 2. Options for a changing facility be sourced and added to the above costing. 3. Officers be authorised to seek Landlord’s consent and if required planning permission for new facilities.
	<p>There being no further business, the Chairman closed the meeting at 7.40 pm</p>

Signed.....
 Chairman

Dated.....