

WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **FINANCE AND STAFFING COMMITTEE** held in the Shire Hall, Market Hill, Woodbridge, on **TUESDAY 17TH NOVEMBER 2015 at 7.00 p.m.**

Councillors:

Present: S Attwell, Lady C Blois, M Dale, P Gillard, V Harrup, P Mulcahy, J Sayles and M Sylvester and K Yule.

Apologies: None.

In Attendance: Town Clerk and 4 members of the public

247. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011**

None.

248. **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 20TH OCTOBER 2015**

IT WAS RESOLVED that the Minutes of the meeting held on 20th October 2015 be confirmed and signed as a true record.

249. **MATTERS ARISING**

Item 210 (Tide Mill Quay): A response had been received from the Chairman of the Tide Mill Trust which would be circulated to all members.

250. **MATTERS RELATING TO RENEWAL OF THE LEASE TO THE WOODBRIDGE TENNIS CLUB AND REQUEST TO PAY ONE OF THE ATTACHED QUOTES RE CLEANING OF THE TENNIS COURTS AFTER THE STREAM FLOODED IN OCTOBER 2015**

The Chairman varied the order of the agenda to invite the representatives of the Tennis Club to speak, Messrs Goddard, Eaton, A Yates and D Yates.

“The lease granted in 1988 expired on 25.11.15 and a rent review was carried out 2 years ago. There were 6 courts and 3 had been resurfaced so far. The Club was investing in floodlighting and new fencing in the future. The capital expenditure was to resurface all courts every 12 years and replace the lights every 30 years. To meet that expenditure a £6,300 surplus was required each year. There were 165 senior members and 145 junior members of the Club and an 80% discount was achieved on the rates.”

The Chairman agreed to forward to the Council his Chairman's Report and the Chairman asked the Club to set out a timeline for improvements and have a forward plan.

Councillor Yule left the meeting at 7.30pm.

The Committee then considered 3 quotes the club had given for cleaning differing courts/quoting different items. It was **AGREED** a Without Prejudice letter be written on what basis the Club thinks Woodbridge Town Council are liable and why is it important the courts are cleaned?

The Clerk to ask the opinion of Veritas in this matter. The lease granted in 1988 expired on 25th November 2015 and an unresolved rent review was due two years ago.

A copy of the lease to be emailed to Councillors Sylvester, Attwell and Dale.

251. **CONSIDERATION OF DRAFT 3 OF THE BUDGET FOR THE PERIOD 01.04.16 – 31.03.17**

Version 3 of the draft budget was considered including details of reserves held.

In the future before the Amenities Committee conclude new financial terms in respect of the ice cream licence and the Kingston Pavilion lease, it would be helpful for this Committee to also consider these terms given they form part of the annual Precept/Annual Budget review process.

A copy of the Wayleave document relating to the Galley Restaurant to be emailed to everyone.

252. **CONSIDERATION OF, AND APPROVAL OF APPROVED SUPPLIERS LIST**

The Approved Suppliers List was **noted** by the Committee.

253. **CONSIDERATION OF, AND APPROVAL OF DIRECTORY OF RISK ASSESSMENTS**

The Directory of Risk Assessments was **noted** by the Committee and **AGREED** to be externally reviewed next year.

254. **UNDER SECTION 110A(4) OF THE LOCAL GOVERNMENT ACT 1972, THE PUBLIC AND ACCREDITED REPRESENTATIVES OF NEWSPAPERS BE EXCLUDED FROM THE MEETING FOR THIS ITEM OF BUSINESS ON THE GROUNDS THAT IT INVOLVES THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 3,PART 1 OF SCHEDULE 12A OF THE ACT AND THAT IN ALL CIRCUMSTANCES OF EACH CASE THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHED THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION**

255. **OTHER MATTERS OF REPORT AT THE DISCRETION OF THE CHAIRMAN**

- a. Councillor Atwell asked regarding the legionella estimate if this absolved his committee from a legal position if Woodbridge Town Council undertook the flushing. The Committee felt it did not as the Clerk was not a qualified water engineer.

