



# Finance and Governance Committee

## Minutes of the Finance & Governance Committee held on Wednesday 13<sup>th</sup> November 2019

**Present:** Councillors Gardner (Chair), Branyan; Bromilow; Grisenthwaite; Jones, Parker and Watson

**In attendance:** Bob Bailey, Town Clerk

19099 **Apologies:** There were no apologies

19100 **Declarations of Interest and Dispensations:** There were no declarations of interest or requests for dispensation for items on the Agenda.

19101 **Minutes of previous meeting:** It was **RESOLVED** that the Minutes of the previous meeting held on 9<sup>th</sup> October be approved.

19102 **Urgent Business:** Councillor Parker raised a request for funding towards the cost of refurbishing/replacing the planters maintained by Carnforth & District Twinning Association which are in a poor state. After some discussion, it was **RESOLVED** that the Carnforth & District Twinning Association be asked to complete and return a Community Benefit Fund application form for consideration.

Cllr Grisenthwaite informed Councillors that he had a matter of urgent business to be discussed as an exempt item in accordance with Section 100A(4) of the Local Government Act 1972. Members agreed to discuss that matter at the end of the meeting.

19103 **Public discussion:** No members of the public were present.

19104 **Payments List:** The Town Clerk presented Members with the Payments List for recommendation to the November meeting of the Town Council. Members commented on the payment due to Lancaster City Council for the contested Carnforth Ward and the uncontested Crag Bank Ward elections in May. There followed a discussion about the use of the Carnforth Civic Hall for the General Election.

Members also noted a further payment to the planning consultants in relation to the developing Carnforth Neighbourhood Plan, specifically the production of a local list for Carnforth. Members were reminded that the Town Council had agreed to fund this work from existing balances.

Questions were raised about the £100 to be awarded to Alexandra Park being supported by an invoice and/or an application for the funding and clarity over the references to '*Repairs and Maintenance*' relating to outdoor maintenance and the Civic Hall.



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It was then **recommended** that the Town Council approves the payments at its November meeting.

There followed a discussion about making donations to the Carnforth Carnival Committee and the Salvation Army in recognition of their contribution to Remembrance Sunday. It was **RESOLVED** that these be considered further at the Town Council meeting and be awarded in accordance with Section 137 of the Local Government Act 1972.

19105 **2020/2021 Budget planning:** Cllr Gardner thanked Members and committees for submitting suggestions for inclusion in the 2020/21 budget. He reported that there had not yet been an opportunity to draw together a draft budget for consideration at the meeting. After some discussion, it was **RESOLVED** that the Town Clerk issue copies of the previous year's budget together with a list of proposals for 2020/2021 for consideration at the December meeting of the committee.

19106 **Crag Bank Village Hall:** Councillor Watson reported on a recent meeting at Oldfield Solicitors regarding the management structure, title and governance at Crag Bank Village Hall. Information provided, including the title deeds on the property, suggests that the governing body of the hall should be made up of 15 committee members/trustees. Two solicitors are currently trustees of the building, although it does not appear that a committee currently exists.

After much discussion around the legal position of the trust document it was **RESOLVED** that further detailed enquiries be made, including a meeting with the person currently running the Village Hall, for reporting back to the Finance and Governance Committee.

19107 **Carnforth Civic Hall:** It was reported that the surveys at the Civic Hall has been completed, although the written final survey of the whole building has yet to be received. Cllr Watson is seeking quotations to have the building valued.

### **The Town Clerk left the meeting at 6:25pm**

19108 **Exempt item:** Section 100A(4) was passed whereby the Press and Public were excluded from the meeting. The matter relating to the Town Clerk's working hours was explained by Councillor Grisenthwaite. Following discussion, it was **RESOLVED** that the Committee would make an exempt item recommendation to full Town Council.



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A handwritten signature in black ink, appearing to read "Robert Bailey". The signature is written in a cursive style and is positioned above a horizontal line that extends to the right.

**Town Clerk**

**16 December 2019**

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