

CENTRAL SWINDON NORTH PARISH COUNCIL

FINANCE & STAFFING COMMITTEE MEETING

Minutes of the meeting held on 10th March 2020 at 7.00pm at The Central Swindon North Parish Council Reading Rooms, The Circle

Present	Cllr K Small	(Chair)
	Cllr S Exell	(Vice-chair)
	Cllr J Ballman	
	Cllr R Ballman	
	Cllr M Lucas	
Officers	A Reeves	(Parish Clerk)
	A Briggs	(Estates Manager)
	H Morgan	(Deputy Clerk)
Public	None	

455 **Apologies**
Cllr J Rodrigues
Cllr T Smith

456 **Declarations of Interest & Applications for Dispensation**
None

457 **Grant Applications**

Phoenix Enterprises (Swindon) Ltd, £1,000 – for a breakfast club

A representative from the applying organisation introduced themselves and gave some details of the purpose of the organisation, it's activities and functions. Phoenix Enterprises (Swindon) Ltd are a small charity organisation which aids and assists adults with mental health issues and learning disabilities and helps people find their way into employment. Approx. 8-10 people are moved away from accessing benefits each year.

The Committee were informed that approx. 10-15 of the service users lived within the Parish area.

Many users arrive to the organisation hungry and funding was being sought to provide a regular breakfast club.

Cllr R Ballman spoke of her experience and knowledge of the applying organisation, their impressive set-up and excellent service.

Details of the types of work undertaken. Workers are encouraged to work at their own pace in order to provide a high standard and quality output.

The financial situation of the applying organisation was questioned and confirmed.

Cllr R Ballman proposed that the application be approved, and funds granted, seconded by Cllr J Ballman. All agreed.

RESOLVED that £1,000 by granted to Phoenix Enterprises (Swindon) Ltd to fund a breakfast club.

458

Ward Development Allowances

Cllr J Ballman, £4,500 excl. VAT – to purchase 2 storage containers to be placed at Southbrook Recreation Ground

It was explained that 1 container was being sought to be used by the Parish Council and a 2nd to be used by Swindon Storm whilst their agreement to use Southbrook Recreation Ground was in place.

All agreed to approve the request from Cllr J Ballman to spend his 2019/20 Ward Development Allowance.

RESOLVED that Cllr J Ballmans 2019/20 Ward Development Allowance be used to purchase 2 storage containers to be placed at the Southbrook Recreation Ground.

Cllr M Lucas asked if his 2019/20 Ward Development Allowance could be used to install a composting toilet at one of the Parishes Leisure Garden Sites. Cllr K Small stated that it would be most appropriate to spend the Allowance available at the Leisure Garden site which was within or closest to the Rodbourne Cheney Ward. The nearest site was confirmed as being the Churchward Avenue site.

It was suggested that Cllr M Lucas' 2019/20 Ward Development Allowance be used to fund the installation of a composting toilet at the Churchward Avenue Leisure Garden site. All agreed.

RESOLVED that Cllr M Lucas' available 2019/20 Ward Development Allowance be used to install a composting toilet at the Churchward Avenue Leisure Garden site.

459

Transaction Logs

It was noted that the most recent Transaction Logs had been checked by Cllr M Lucas and there were no anomalies to be raised.

460

Grant Managers Report

A written report was circulated, a copy of which can be found as Annex A in the Minute Book.

Cllr J Ballman offered his congratulations to the Grants Manager for the work detailed in the report.

The report was noted.

461

Land Registry – Legal Fees

The Parish Clerk explained that retrospective approval was need for approx. £1,500 spend on legal fees in relation to the leases of assets being obtained. It was confirmed that the Committee Chair had approved the spend via email and not objections to the spend were received. All agreed.

RESOLVED that the amounts needed to pay for any legal fees in relation to the asset leases be approved.

462

Storage Containers Hire Agreement

A written report, draft agreement and terms were circulated, copies of which can be found as Annex B in the Minute Book.

It was confirmed that the proposed containers would be bought and become assets of the Parish Council and added to the Asset Register.

The containers were sold as 'once used'.

Cllr K Small asked that any containers put in place be painted and signage added to identify them as belonging to the Parish Council.

The Estates Manager confirmed the amount the amount Swindon Storm were currently paying for storage.

Cllr K Small commented on the loss of a football pitch at the Southbrook Recreation Ground.

All agreed that the Draft Agreement be approved.

RESOLVED that the Draft Agreement be approved, and the Estates Manager be authorised to present the Agreement to Swindon Storm.

A representative, Gerry Hannon, from the Swindon Cycling Campaign was welcomed to the meeting and introduced.

Gerry informed members that he had been involved with the Moredon Sports Hub Project for 4 years and had been involved with Parish Councillors and Officers via recent stakeholder meetings. He added that more specific committees were being formed to replace the group(s) of general stakeholders.

Gerry confirmed that he had and would be visiting different sites and groups to gather interest.

The Parish Council were urged to speak with Swindon Borough Council about transitional funding packages that may be available.

Gerry left the meeting at 7.41pm

463 **Exclusion of Public and Press**

RESOLVED that in accordance with Standing Order 3 (d) that in view of the confidential nature of the business about to be transacted that the public and press be excluded, and they be instructed to withdraw from the meeting.

464 **Moredon Sports Hub**

The Parish Clerk commented that the figures for the project had been gone over in detail a number of times.

The Committee were being asked to make a recommendation to Full Council regarding the Moredon Sports Hub based on the Outline Finance Projections provided.

The Parish Clerk explained some changes that had been made to the figures presented and the reasons for these.

Cllr K Small asked about increasing the size of the pavilion. The Parish Clerk responded.

Some key dates for the procurement and building of the hub were given by the Parish Clerk.

Cllr K Small suggested that, dependant on the Councils final decision, the Pavilion be discussed at the Finance & Staffing Committee in April 2020. All agreed.

RESOLVED that a report on the pavilion and options for increasing its size be presented at a future Finance & Staffing Committee meeting.

Cllr R Ballman commented on the size of the building provided at St Marks and subsequent problems.

The Parish Clerk confirmed that the Committee were being asked to support the Moredon Sports Hub and budget for approx. £55,000 expenditure.

Cllr K Small that a decision had not been made on how the cost of the Hub would be covered by funds were available within the budget.

A discussion over a number of unknown variables ensued.

Cllr K Small suggested the Committee note the final financial forecast for the project for the first 5 years and recommends to Council that the project be endorsed. He added that Council should be advised that whilst the new expenditure would be included in future budgets there was £80,000 available in the current years budget. All agreed.

RECOMMENDATION that

- a) the final forecast for the first 5 years of the project be noted and approved as a guide to running the Moredon Sports Hub.
- b) Council note the additional financial commitment that will be imposed in future years, and the Finance & Staffing Committee will include this within the budget planning for the next financial year.
- c) Council are advised that the Finance & Staffing Committee have identified £80,000 of ongoing money that can be used, if required, to underwrite any additional spend in connection to the Moredon Sports Hub.

Cllr K Small thanked that Parish Clerk and Officers for work completed and asked that Committee to confirm that they agreed to adopt the position of preferred partners for the Moredon Sports Hub. All agreed.

RECOMMENDATION that the Council agree and adopt their position as preferred partners for the Moredon Sports Hub.

The meeting closed at 8.10pm

Signed.....

Date.....

Chair of the Finance & Staffing Committee