

DUNSTABLE TOWN COUNCIL

MINUTES OF THE MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE

**HELD AT THE COUNCIL CHAMBER, GROVE HOUSE, HIGH STREET NORTH,
DUNSTABLE**

ON MONDAY 17 SEPTEMBER 2018

Present: Councillors John Kane (Town Mayor), Nigel Warren (Deputy Town Mayor), Peter Hollick (Chairman); John Chatterley (Vice-Chairman), Sid Abbott, Terry Colbourne, Philip Crawley, Eugene Ghent, Liz Jones, Mike Mullany, Ann Sparrow and Pat Staples

In Attendance: Councillor Johnson Tamara, David Ashlee (Town Clerk and Chief Executive), and Rosemary O'Sullivan (Head of Finance and Support Services)

Apologies for Absence: Councillors Gloria Martin and Claire Meakins

Public Attendance: None

155 MINUTES

The minutes of the meetings of Finance and General Purposes Committee held on 21 May and 18 June 2018 were approved as a correct record and signed by the Chairman.

156 SPECIFIC DECLARATIONS OF INTEREST

There were no specific declarations of interest.

157 ACCOUNTS SUB-COMMITTEE

The Committee received the Minutes of the meetings of the Accounts Sub-Committee held on 20 June, 20 July and 22 August 2018.

158 FINANCIAL MONITORING REPORT

The Head of Finance and Support Services presented a revenue budgetary control report for the period from 1 April to 31 August 2018. The summary of net expenditure showed a potential for an overall net revenue saving at the end of the financial year. Any such saving would be allocated to the General Reserve.

Members also noted the current balance of the Council's allocated reserves as at 31 August 2018 and an estimated end of year balance having taken account of agreed/known commitments to date.

159 PERSONNEL SUB-COMMITTEE

The Committee received the Minutes of the meeting of the Personnel Sub-Committee held on 12 July 2018 and adopted the recommendation contained therein.

160 MEMBERS ALLOWANCES

At the request of the Chairman of the Council and the Chairman of this Committee, the Town Clerk and Chief Executive presented a report advising members on a members allowance scheme in order for the Committee to determine whether to enter the process to establish a scheme for Dunstable Town Council.

- RESOLVED:** i) that the Town Clerk and Chief Executive be authorised to begin the process to establish a members allowance scheme for Dunstable Town Council
- ii) that the subsequent recommendations of the remuneration panel be reported to this Committee for further consideration.

161 REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- a) CAB Management Committee – Councillor Meakins had advised that the CAB AGM had been held the previous week but notes were not yet available.
- b) DITA –the next meeting would be held later in the week
- c) Hospice at Home – the next meeting would be held the following week.
- d) Ashton Schools Foundation – nothing to report
- e) Ashton Almshouses – nothing to report.
- f) Chews Foundation – Councillor Chatterley reported that the Charity had carried out a review of its small grants process.
- g) Poores Land Charity – nothing to report.

162 EXCLUSION OF PRESS AND PUBLIC

- RESOLVED:** that, in view of the confidential nature of the business to be transacted, the press and public be excluded from the remainder of the meeting.

163 CHANGES TO THE COUNCIL'S STAFFING ESTABLISHMENT

The Town Clerk and Chief Executive reported on proposed changes to the Council's current staffing structure.

- RESOLVED:** that the recommendations as set out in the report be approved.

164 PROPERTY ISSUES

a) Council Tenants

The Town Clerk and Chief Executive reported on issues in respect of lease arrangements of Council property.

RESOLVED: that the Town Clerk and Chief Executive be authorised to seek valuations of office space at Grove House for rental purposes and market accordingly.

b) Land Disposal (Minutes 76/2018 and 58/2016 refer)

The Town Clerk and Chief Executive presented a report, reminding Members of the authorisation given to secure valuations for land at Meadway Allotments and the Cemetery extension. Valuations had been carried out by the District Valuation Service and further legal advice had been sought on how best to approach both possible land disposals. It was agreed that a commercial valuation be sought and a third party be appointed to negotiate land sales providing evidence of best consideration.

RESOLVED: i) that the Town Clerk and Chief Executive in association with the Chairman of the Finance and General Purposes Committee and Chairman of the Grounds and Environmental Services Committee, be authorised to negotiate the sale and disposal of land at Meadway Allotments and Dunstable Cemetery in accordance with the processes now agreed

ii) that progress be reported to this Committee accordingly.

165 APPEALS AND APPOINTMENTS SUB-COMMITTEE

The Committee received the Minutes of the meeting of the Appeals and Appointments Sub-Committee held on 20 June 2018.