

SHREWSBURY TOWN COUNCIL

Finance & General Purpose Committee Held at Guildhall, Frankwell Quay, Shrewsbury At 6.00pm on Monday 08 April 2019

PRESENT

Councillors A Mosley (Chairman), P Adams, J Dean, I Jones, Ms J Mackenzie, Mrs P Moseley and D Vasmer (substituting for Councillor Mrs H Fraser).

IN ATTENDANCE

Helen Ball (Town Clerk), Gary Farmer (Operations Manager), Stuart Farmer (Project Officer), Andy Watkin (Responsible Financial Officer), Rebecca Oliver (Committee Clerk) and 1 member of the public.

APOLOGIES

Apologies were received from Councillors Mrs H Fraser, N Laurens and A Phillips.

74/18 DECLARATIONS OF INTEREST

Twin-Hatters	All twin-hatted Councillors declared a personal interest in all matters relating to Shropshire Council.
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75/18 MINUTES OF THE LAST MEETING

The Minutes of the Finance & General Purposes Committee meeting held on 04 February 2019 were submitted and circulated as read.

RESOLVED:

That the minutes of the Finance & General Purposes Committee meeting held on 04 February 2019 be approved and signed as a correct record.

76/18 MATTERS ARISING

76.1 Climate Emergency

Councillor Mosley clarified that work on an interim report about the climate emergency declared at Full Council is in progress and will be presented to the Committee in June for comment and a final report with recommendations will be presented in July. It will also be on the agenda of the Annual Town Meeting on 29 April 2019.

76.2 Future of High Street Fund

The Town Clerk confirmed that Shropshire Council had submitted a bid to the Future High Streets Fund for Shrewsbury. A decision as to whether there will be progress to Stage 2 will be heard in the summer.

77/18 PAYMENTS

Prior to the meeting, the Responsible Finance Officer circulated the Schedule of Payments for the period 01 February 2019 – 31 March 2019. These have been approved by the signatories and Officers have no concerns. No comments were raised.

RECOMMENDED:

That the schedule of payments passed for payment for the period 01 February 2019 – 31 March 2019 be approved.

78/18 QUARTER 4 MANAGEMENT ACCOUNTS

With the financial year only just ending, the Responsible Finance Officer (RFO) did not have the Statement of Accounts for Quarter 4 of the 2018/19 financial year to present.

However, he reported that Income is as expected and may show a small surplus. Expenditure is also in line with. Neither the RFO or members raised any concerns with the finances.

RESOLVED:

That the RFO's verbal report on the Quarter 4 Finances be noted.

79/18 NEIGHBOURHOOD FUND

The Town Clerk reported that the Town Council can expect to receive £313,624.08 in CIL funding taking the total received over the past 6 years to £100,001,939.22.

It was confirmed that CIL money has to be spent by the Parish Council within a 5 year period otherwise it is passed to the Planning Authority to be spent within a further 5 years. If after this 10 years it remains unspent, the developer has a right to receive the money back. Officers do not expect this to happen and monies received in years 2 - 4 are earmarked within the capital programme.

The Town Clerk defined how the money is divided between CIL local funds and CIL strategic funds and how funds are triggered from the developer. To ensure play equipment funds go into the CIL Local Funds, talks regularly take place between developers and the Town Council. The Strategic Funds are not available to the Town Council but earmarked for infrastructure i.e. roads.

The Town Clerk provided a brief update on the Weir Hill development which is still under discussion. The management of the Open Space on this site is also to include maintenance

of street lights and private roadways. The Town Clerk will be talking to the Wildlife Trust who were interested in managing the open space.

80/18 2019 CAPITAL PROGRAMME

Members were in receipt of an updated list of Cross Town Capital Projects which has now been red-ragged to indicate the status of the projects. The list was presented to the Recreation & Leisure Committee and talked through in detail. The list now includes the assigned Lead Officers, an estimated delivery timescale and when updates will be reported to the committees. Actual Costs will be added once known.

Members were pleased to see an ambitious programme and asked that the colour coding be reduced to smaller areas to make it easier to read.

81/18 TENDERING

A report from the Recreation & Leisure Committee was circulated and members were updated on three recent tendering projects;

81.1 LED Lighting Replacement

The budget for this work was set 18 months ago at £95k but since it has gone out to tender Officers realise this is unrealistic and proposed to increase it to £115k.

Three tender submissions were received and the results of the due diligence process and photographs of each light head were circulated. The tenderers were asked to consider the context of the lights which vary across the estate. Where possible the existing lights will be preserved and the winning tenderer will stress test all columns. The results of this audit will be presented to the committee. The Quarry lights will be fitted off site and will have a softer glow. The Nano street lights will be used alongside the river and on the streets.

Examples of three lantern light heads can be viewed in the Quarry on the walkway from the swimming pool to the main gates.

The Town Council expects to save £6,000 per year by using LED lights and the wattage can be adjusted between designated times to make further savings. The carbon footprint can be calculated once fitted but will definitely be improved. The bulbs have a much longer shelf life too so the maintenance costs are reduced.

The lantern heads vary in price but average £220 each plus fitting. A replacement column costs about £1,000 but if it is a new one requiring installation and hook up it costs around £2,500.

The expected lifespan of the columns is 25 years and the Projects Officer explained how the heads can be fitted onto the existing columns.

RESOLVED:

- (i) That Tenderer B (Potters Electrical) be awarded the contract.**

- (ii) **That the budget for Street Lighting Improvements of £95,000 be increased to £115,000.**

81.2 Monkmoor Synthetic Pitch Including Floodlighting & Fencing

This project includes the replacement of the synthetic playing surface and floodlighting and fencing around the football pitch to include the columns. Following invitations for tender through Contract Finder, there were 6 expressions of interest and just 2 proposals returned. The results of the due diligence process were circulated to members.

A further aspect of this project is a dividing net or fence between the two pitches and prices have been sought for both. The club members will be asked for their preference and this consultation is not expected to delay the project. The build timeframe is small with contracts signed up to the end of June. Planning permission will be needed for the floodlighting.

Funds of £250k were budgeted for this project made up from £110k sink fund reserves and £140k neighbourhood funds. Floodlighting around the tennis courts is not included in this project.

RESOLVED:

- (i) **That Tenderer A (Dura-Sport) is awarded the contract.**
- (ii) **That the users of the site are consulted regarding the net or permanent fence options to find a preference.**
- (iii) **That the budget for this projects allows for the £199,388 permanent fence option.**

81.3 Radbrook Recreation Ground Levelling and Drainage

Five submissions were received for consideration. The work includes levelling the pitch, draining the surface of the football pitches and building up the car park to take a compound. The Tenderers were made aware that these are not professional football pitches.

A budget of £150k was set and the tenders received back varied considerably, details of which were circulated. The Recreation & Leisure Committee recommended Tenderer C is awarded the contract who scored highest in the due diligence process. Members were all in favour of this decision.

RESOLVED:

That Tenderer C (D W Shotton Landscapes) is awarded the contract.

81.4 Preparation of Treeworks Tender

Members noted that a revised framework list for tree works and emergency repairs is being prepared to be used as a development model process. This will be presented to Recreation & Leisure and Finance & General Purpose Committees in May/June 2019.

82/18 INTERNAL AUDITOR

82.1 Interim Report of the Internal Auditor

The Responsible Financial Officer reported on the latest visit by the Internal Auditor. The Auditor's report for the 2018/19 financial year had been circulated and there were no areas of concern identified. The next visit will be in June when the Annual Return will be signed off and then sent to the External Auditor.

82.2 The 5-year plan for Internal Audit

The RFO circulated the Strategic Five-Year Plan for the internal audit for this year and subsequent 5 years. It identifies the areas of risk and areas of focus. The Town Clerk reported on discussions with the Internal Auditor to review the Council's process around tendering to ensure a conformity in tendering across a number of specialisms. This review will involve the setting up of an Officer Working Group. Members raised no concerns.

RECOMMENDED:

- (i) That the Interim Audit for the 2018/19 Financial Year by the Internal Auditor be noted;**
- (ii) That the 5-year strategic plan for the internal audit be noted.**

83/18 EXCLUSION OF THE PUBLIC

RESOLVED:

That Press & Public be excluded on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

One member of the public left the meeting.

84/18 GREENFIELDS RECREATION GROUND

The Town Clerk provided an update to members on the matters in relation to the ongoing dispute regarding land adjacent to Greenfields Recreation Ground.

The Town Clerk appraised members on discussions with Shropshire Council and the Council's lawyers regarding a way forward.

RESOLVED:

That Shrewsbury Town Council part-fund Shropshire Council's defence of Judicial Review Proceedings.