



BEMBRIDGE PARISH COUNCIL

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Minutes of Bembridge Parish Council Finance & Assets Committee Meeting held at 7.00 pm on the 6th February 2018 Village Hall, High Street, Bembridge

PRESENT: Cllr R Weaver (Chairman), Cllr M Sullivan, Cllr S Weedall, Cllr M Donlon, Cllr A Hopkinson-Woolley, Cllr G Stillman, Cllr K Fagan, Cllr M Reeder, Cllr M Curtis, Cllr A Steane, Cllr T Millington, Mrs E Goldring (Clerk) and Mrs J McDade (Assistant Clerk) **PUBLIC:** County Press 29 members of public

PUBLIC FORUM

Mr G Green- Concerned about the relationships between Councillors, this unhealthy he said/she said in the County Press and on Social Media is not good for the Parish. Councillors need mediation even if it costs, things cannot go on as they are now. Believe information on 5/7 High Street is available on the website, with minutes. Shame only 12 attended consultation. In principle I think we should do works to 5/7, loan rates are good at present but we must learn lessons from the past, or sell, though would lose control of site. Need to move forward as the past is not an option.

Mr J Board- I refer to the Internal Auditors report that was subsequently ratified by Full Council. It states as at 31/03/17 the general reserves of the council are at 3.3 months of revenue expenditure. This is at the very lowest end of the guidance and not sufficient to allow further capital projects. The Council should review all reserves and capital commitments at budget setting time. The term sinking fund has no legal basis and should be earmarked reserves. The council has two outstanding PWLB loans one of which was for the office and the other for the village hall. These are not secured loans on those buildings but cannot be repaid early. The council may need to take out a further PWLB. Great care must be taken to ensure compliance with transparency and best practice. The two PWBL loans are not secured. The PC may need a PWBL for the works, and any default on the loan would fall to the parishioners through the precept. Why are you not adhering to the auditor's report?

Cllr R Weaver – Yes we are within the parameters of 3-6 months general reserves and a PWBL would be needed for works to 5/7, thank you for your comments.

Mrs L White – There are 2 outstanding loans, where would the funds come from to pay for the 3rd loan for the works as the budget is already set? NALC's Good Councillors Guide to Finance & Transparency states: Major capital projects should not be embarked upon without a detailed feasibility report and a full financial appraisal being considered, covering funding sources, cash flow forecast, revenue and future budget implications. Any decision to borrow money must be made by the full council, not by a committee or officer. Where is the funding for a loan?

Cllr R Weaver – This committee can agree a loan in principle. Receipts from extra income would cover loan repayments. More information would be sought once an option has been agreed.

Mrs L White – Where will the monies come from for the period drawing down the loan to pay for the works and completion before the extra income is received?

Cllr R Weaver - We need to look at means of funding and undertake further analysis.

Mr H Boynton – Delighted with the options drafted, praise is deserved for the authors. The range of issues is vast and can see no other option than to sell, making sure the tenants leases are secure. Councillors need to sit down and discuss, social media is not helping.

Mrs J Lavelle - How long have these options been around? Are you going to vote on today or discuss? Very complicated. Do have a fear of debt and worried about loans for 10-30 years. With income of £200,000 and staffing costs of £90,000 will £110,000 be enough for all parish work and the extra staff expenses from the options? The response to a previous public question from the Clerk stated after running costs there is little room for manoeuvre.

Cllr R Weaver – Do you believe the staffing is excessive? Just quoting response from the Clerk that there is little room for manoeuvre. All options to be discussed in meeting.

Mrs N Harris (Griffin) – The agenda shows major changes for the village without consultation. The November meeting was not a consultation. Why no consultation? I did ask the Chairman at this meeting that if any future development at 5/7 would she consult the public to which she agreed. I would like to ask why this has not happened?

Cllr R Weaver – This committee is working on options. The previous Council's consultation day provided options to the public, who believed it was a done deal and were not happy. At the consultation day in November, the public were given information and asked for options but the

event was poorly attended and we were asked why no options. Consequently options have now been put forward as we must have things to work with. If Councillors can come to an agreement and if desirable, then a public consultation will take place.

Mr H Boynton – Not in favour of debt, once securing tenants leases selling asset would transfer the asset into cash to fund capital works. It is not losing an asset, simply transferring one to another.

1. APOLOGIES FOR ABSENCE

To receive apologies for absence
Non-attendance of Cllr R Widger

2. DECLARATIONS OF INTEREST

- To receive declarations of pecuniary or other interests relating to items on agenda
Cllr M Curtis declared a pecuniary interest in item 6 - 5/7 High Street.

- To consider requests and grant dispensations if appropriate
No requests received.

3. MINUTES OF THE LAST MEETING

To receive for approval amended minutes of the Finance & Assets Committee meetings held on 25th October and 29th November 2017

RESOLVED: Approved amended minutes of the Finance & Assets Committee meetings held on 25th October and 29th November 2017

10 in favour 1 abstention

Cllr Steane raised a point of order – meeting tonight to discuss options and hoping to come to a decision, but not on the agenda so cannot be discussed.

Cllr Weaver asked if Councillors were happy for agenda item 6 to be moved forward.

Cllr Reeder rose and stated she wished to read out a statement.

Cllr Weaver asked her to sit down and speak when the item came up on the agenda.

Cllrs Steane, Reeder, Hopkinson-Woolley, Curtis and Millington all walked out of the meeting. Cllr Reeder asked for their statement to be put on the agenda.

Cllr Hopkinson-Woolley shouted from the back of the hall that he thought the Council's behaviour was disgraceful and lacked management.

Cllr Weaver apologised to the public for his fellow Councillors behaviour. I was very interested to hear their opinions on the options before us for 5/7 High Street.

It was agreed to revert to the agenda items in order.

4. RELOCATION OF PUBLIC TOILET TO THE VILLAGE HALL

- To receive a letter of terms from the Village Hall Management Committee (VHMC)
Not unreasonable requests and must remember that the Village Hall is a major parish asset.

- To agree to fund amendments required to the village hall kitchen
Estimated cost is £5251.98 provided by VHMC

RESOLVED: Agreed to fund amendments required to the village hall kitchen

- To agree to fund loss of income to VHMC during works
Expect disruption for 2 weeks. Village Hall annual hire income £16,256.50 for 2016/17 weekly £312.63

RESOLVED: Agreed to fund loss of income to VHMC during works

- To agree to fund deep clean of hall following works

Estimate/budget £500

RESOLVED: Agreed to fund deep clean of hall following works

- To agree significant financial assistance towards the redecoration of the main hall walls

Estimate/budget £1000

RESOLVED: Agreed significant financial assistance towards the redecoration of the main hall walls

- To agree quote for development of the architects plan into building regulation compliance sign off plan

Christopher Scott is still an appointed agent of the Parish Council under Financial Regulation 11.1 (ii) £650 for architects plan and £650 for buildings regulations (excluding statutory fees)

RESOLVED: Agreed to appoint Christopher Scott for the development of the architects plan into building regulation compliance sign off plan

- To agree to submit building regulations application

Statutory buildings regulation fee £200 plus an inspection fee of £155

RESOLVED: Agreed to submit building regulations application

- To agree specification for the installation of the public toilet in the village hall

Use the same suppliers as previous toilet refurbishments' Bushboard.

RESOLVED: Agreed specification for the installation of the public toilet in the village hall

- To seek quotes for a building contractor for the installation of the public toilet and amendments to the kitchen.

RESOLVED: Agreed to seek quotes for a building contractor for the installation of the public toilet and amendments to the kitchen.

- To agree to cost of M Willey £150 plus VAT per hour to proceed with a deed of variation on the VHMC lease. Quote £575

RESOLVED: Agreed to cost of M Willey £150 plus VAT per hour to proceed with a deed of variation on the VHMC lease

- To consider timescales, power, water, insurance and rates

Village Hall Management have stated August is the best month for works. Will take at least 6 weeks for building regulation application, and to obtain quotes from contractors. Business rates will be cheaper, though still lobbying to have them removed from all public toilets. Will require electric and water supply to the toilet which could have its own check meter, and we could offer to pay half the standing charge. Will take advice on the insurance and public liability.

5. RELOCATION OF THE PARISH LENGTHMEN TO THE OLD SCHOOL FIELD ENTRANCE

- To agree to fund IWC legal/professional fees for deed of variation on the old school field lease

The maximum amount would be £500 or could be gifted dependent upon negotiations.

RESOLVED: Agreed to fund IWC legal/professional fees for deed of variation on the old school field lease

- To agree to submit planning application for workshop and concrete base on the old school field entrance including associated fees

£900 Christopher Scott plus statutory fee of £462

RESOLVED: Agreed to submit planning application for workshop and concrete base on the old school field entrance including associated fees

- To agree to set a budget of £10,000 for the relocation of the Parish Lengthsman

Budget would come from general reserves. Electric supply £1,600, building £6,810 and concrete £1,227 (if Lengthsman do the work) total £9,637.

Agreed budget for 2018/19 £200,828.76. Anticipated year-end balance £131,201.96. Earmarked Reserves £69,210.33. General Reserves £ 61,991.63 = 3.7 months if reduced by £10,000 to £51,991.63 = 3.1 months still within the parameters.

RESOLVED: Agreed to set a budget of £10,000 for the relocation of the Parish Lengthsmen

- To agree workshop supplier
Cyclone Steel Buildings quote is £6,810 to supply and deliver. This quote gives the most information.
RESOLVED: Agreed to appoint Cyclone Steel Buildings to supply the workshop

- To agree contractor to install concrete base
Only received one quote from a contractor for the base of £7,700 or the lengthsmen could do with concrete supply from Richard Carters of £1,227.
RESOLVED: Agreed for the lengthsmen could do with concrete supply from Richard Carters of £1,227

- To agree installation of electricity supply approx. cost £1600
RESOLVED: Agreed installation of electricity supply approx. cost £1600

- To consider timescales, clearance costs and additional gate to be installed at old school field 12 weeks for planning application and lease needs a deed of variation. Lengthsmen will clear the yard, hut and move. This is likely to be summer project. Will need an additional gate for access onto the playing field for security.

6. 5/7 HIGH STREET

- To receive a progress report on the removal of the covenant at 5/7 High Street
Meeting had with Andy Groom who would draft the heads of terms. He confirmed that we may have to pay fees of up to £500, though these might be waived at the IWC's discretion. 3 to 4 week time scale. The IWC may require a covenant on the public toilet in the Village Hall but have been advised this is not enforceable; although happy to comply as required.

- To agree to fund IWC legal/professional fees for removal of the covenant
Potentially £500 fees
RESOLVED: Agreed to fund IWC legal/professional fees for removal of the covenant

- To agree cost of M Willey £150 plus VAT per hour for 5 hours work and £200 disbursements
Quote £575
RESOLVED: Agreed cost of M Willey £150 plus VAT per hour for 5 hours work and £200 disbursements

- To issue notice to SH Tree Services for the shed in the rear yard
SH Tree Services was issued 3 months' notice in April 2017 with a one month rolling agreement until the yard was developed. Advice received from Mark Willey is to reissue 3 months' notice in conjunction with the terms of the license.
RESOLVED: Agreed to issue 3 month notice to SH Tree Services for the shed in the rear yard

- To consider costed option to redevelop 5/7 High Street
Disappointing that it has been 8 months since the election and would have been nice to have some plans share not all Councillors are here to discuss. The costs are terrifying and saddened not to be having an open debate with all members. All 12 Councillors have had the same time to go through the information and doing nothing is not an option. Councillors are individually responsible. Cannot keep looking backwards and must move forward.
RESOLVED: Agreed to defer to next meeting consideration of costed option to redevelop 5/7 High Street

- To agree how to fund redevelopment of 5/7 High Street
RESOLVED: Agreed to defer to next meeting how to fund redevelopment of 5/7 High Street

7. RESOURCES

- To appoint a Planning Consultant
Specific items have been agreed above. Defer the rest until the next meeting.

RESOLVED: Agreed to defer to next meeting to appoint a Planning Consultant

- To appoint a Property Manager

RESOLVED: Agreed to defer to next meeting to appoint a Property Manager

- To seek quotes for a Lettings Agent

RESOLVED: Agreed to defer to next meeting to seek quotes for a Lettings Agent

DATE OF NEXT MEETING

Confirmed 6th March 2018, 7.00pm in the Village Hall

Meeting closed: 8.15pm

Signed:

Dated:.....