

HORWICH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purpose Committee held in the Council Chamber, Public Hall on Monday, 11 February, 2013 commencing at 7.30 pm.

PRESENT: Councillors: C. Root (in the Chair), K. Helsby, J. Kellett, L. Rock, K Thomson
Town Clerk, C. Hutchinson

Also present: Bolton Ward Councillors: A. Cunliffe, R. Silvester

CHAIRPERSON TO OUTLINE THE FIRE SAFETY EVACUATION PROCEDURE

FG5884 Councillor Root outlined the procedure

TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG5885 Apologies for absence were accepted from Councillors Baxendale, Downes, Lavin and McCartin due to ill health, from Councillors S. Rock and Flanigan due to work commitments and from Councillor Ramamurthy who was away.
Resolved to accept the apologies as presented.

TO CONSIDER ACCEPTING THE REASON FOR THE ABSENCE OF COUNCILLOR BAXENDALE ON ACCOUNT OF ILL HEALTH:

FG5886 It was noted that despite a long period of illness, Councillor Baxendale was still in contact with the Town Clerk on a regular basis.
Resolved to accept the reason for the absence of Councillor Baxendale on account of ill health.

TO APPROVE THE MINUTES OF THE MEETING HELD ON 14 JANUARY 2013:

FG5887 Resolved to approve the minutes of the meeting held on 14 January 2013.

PUBLIC PARTICIPATION:

FG5888 None

TO REMIND MEMBERS TO MAKE A DECLARATION CONCERNING ANY MATTERS TO BE DISCUSSED DURING THE MEETING OF WHICH THEY HAVE AN INTEREST:

FG5889 None.

TO RECEIVE THE MINUTES OF THE HORWICH RESOURCE CENTRE MANAGEMENT COMMITTEE HELD ON 22 JANUARY 2013:

FG5890 Resolved to receive the minutes of a meeting of the Horwich Resource Centre Management Committee held on 14 January 2013.

TO RECEIVE THE MINUTES OF THE HORWICH IN BLOOM ADVISORY COMMITTEE HELD ON 8 JANUARY 2013:

FG5891 Resolved to receive the minutes of the Horwich in Bloom Advisory Committee held on 8 January 2013.

TO ADOPT UPDATED FINANCIAL REGULATIONS AND STANDING ORDERS AS REQUIRED BY 2011 ACCOUNTS AND AUDIT REGULATIONS:

FG5892 Council had resolved to take action, as detailed in the report from external audit that existing Standing Orders and Financial Regulations required updating in line with 2011 Accounts and Audit Regulations, to be adopted by 31 March 2013. Draft versions had been circulated to Members for consideration. Several points were raised as follows.

Standing Orders

1. To include that the role of the Chair is held by the Town Mayor
2. Noted that the period of time designated for public participation is 15 minutes in total with no individual to speak for more than 5 minutes. Also length of any meeting to be no longer than 2 hours
3. All references to 'Chairman' to be changed to 'Chair' and references to 'he or she' to be changed to 'their'

Financial Regulations

1. Noted that under section 3.2 Budgetary Control, unspent and available amounts may be moved to other budget headings, with the approval of the Council. In practice this would mean that Council would be able to respond to requests for financial assistance when such funds were available.
2. Under section 11 Contracts it was felt that the figure of £7,500 as a requirement for tenders for contracts was too high and should be reduced to £4,500

Resolved to adopt updated Financial Regulations and Standing Orders as required By 2011 Accounts and Audit Regulations, with the alterations as presented.

TO CONSIDER QUOTATIONS FROM RIVINGTON AND ADLINGTON BRASS BAND AND FARNWORTH AND WALKDEN BRASS BAND AMOUNTING TO £300 AND £200 RESPECTIVELY FOR CIVIC SUNDAY ON 19 MAY 2013:

FG5893 It was accepted that it was a tradition at Horwich Town Council for a brass band to play at Mayor's Civic Sunday and in the past, Rivington and Adlington Band had usually attended. Last year the Mayor had chosen Farnworth and Walkden Band instead and they had given an excellent performance at her Civic Sunday Service. The Town Clerk had obtained quotes from both bands for consideration. Members felt that as payment for the band for came out of the mayoral allowance, it should be the Mayor who makes the decision.. Councillor Root expressed a preference for Rivington and Adlington Band. Resolved to approve the quotation from Rivington and Adlington Brass Band for Civic Sunday on 19 May 2013 at a cost of £300.

TO CONSIDER A QUOTATION FROM RIVINGTON AND ADLINGTON BRASS BAND AMOUNTING TO £475 FOR REMEMBRANCE SUNDAY ON 10 NOVEMBER 2013:

FG5894 Rivington and Adlington Band had always been chosen by the Town Council to play at this important event in the civic year. It was accepted that although this was an increase on £75 on the previous year, it would be problematic to find another band to play on this occasion. Most other bands, including Farnworth and Walkden, have longstanding commitments in other towns on Remembrance Sunday. It was noted that Remembrance Sunday 2014 would be the centenary of the First World War.

Resolved to approve the quotation from Rivington and Adlington Brass Band amounting to £475 for Remembrance Sunday on 10 November 2013.

ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG5895 Resolved to approve the accounts for payment as presented and totalling £8,181.37

TOWN CLERK'S REPORT – FOR INFORMATION ONLY:

- FG5896
- a. LALC: invitation to nominate the Town Mayor and Mayoress for a ballot for an invitation to a Buckingham Palace Garden Party on 6 June 2013
 - b. Rivington and Brinscall Advisory Group: notice of next meeting on 25 March 2013 at 6.30pm at Chorley Town Hall
 - c. LALC: confirmation of Quality Town Council re-accreditation. Members thanked the Town Clerk for the additional work undertaken during her first year in post and it was hoped that a presentation of the certificate could be arranged for the Annual Assembly of the Parish to be held on 13 May 2013.

Resolved to note the Town Clerk's report.

REPORTS FROM REPRESENTATIVES:

FG5897 Town Mayor
The Town Mayor reported that she had attended only a few events since Christmas, as usual this was a quiet period in the Mayoral year

TO CONFIRM THE DATE OF THE NEXT MEETING AS MONDAY 11 MARCH 2013:

FG5898 Resolved to confirm the date of the next meeting as Monday 11 March 2013.

IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC BE TEMPORARILY EXCLUDED, AND, IF PRESENT ARE INSTRUCTED TO WITHDRAW:

FG5899 In view of the confidential nature of the business about to be transacted it was Resolved to exclude members of the press and public. .

