

HORWICH TOWN COUNCIL

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

PRESENT: Councillors: C. Root (in the Chair), K. Denton, C. Flanigan, K. Helsby, J. Kellett, L. McCartin, A. Morley, S. Rock, K. Ramamurthy, L. Rock, J. Silvester, R. Silvester.
Town Clerk: C. Hutchinson
Bolton Ward Councillors present: A. Cunliffe, K. McKeon
1 member of the press
7 members of the public

CHAIRPERSON TO OUTLINE THE FIRE SAFETY EVACUATION PROCEDURE:

FG 6015 Councillor Root referred to the procedure that was outlined in the information provided.

TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 6016 Apologies for lateness were accepted from Councillors J. Kellett and R. Silvester who had been involved with Bolton Council duties.

Resolved unanimously resolved to accept the apologies as presented.

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

FG 6017 Resolved to approve the minutes of the meeting held on 14 October 2013 by 11 votes to 0 with 2 abstentions.

TO APPROVE THE MINUTES OF THE FIRST WORLD WAR COMMEMORATION ADVISORY BODY MEETING HELD ON 14 OCTOBER 2013:

FG 6018 It was confirmed that the list of suggestions was not exhaustive and that consideration would be given to additional suggestions.

Resolved unanimously to approve the minutes of the First World War Commemoration Advisory Body meeting held on 14 October 2013.

PUBLIC PARTICIPATION:

FG 6019 **Resolved to move out of Committee in order to allow members of the public to speak.**

In response to a query from a member of the public, the Town Clerk provided an overview of Quality Town Status and how this had been achieved. A second member of the public wished to draw attention to road safety concerns for children at the bend in the road at the bottom of Green Lane adjacent to the refurbished play area.

Resolved to return to Committee.

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

FG 6020 Councillor Helsby declared an interest as a member of Horwich Heritage.

TO CONSIDER CHANGES IN THE PRESENTATION OF COUNCIL DOCUMENTS TO SUPPORT CONFIDENTIALITY:

FG 6021 Members had been presented with a list of suggested changes to the presentation of Horwich Town Council paperwork to support confidentiality and enhance clarity, in line with other Councils. It was acknowledged that while the vast majority of Council documents were available to the public, there were some issues such as staff matters and contracts that required confidentiality. It was also acknowledged that it was a matter for each individual committee to make a decision about confidentiality at the start of each meeting and for this to be recorded in the minutes.

Resolved by 10 votes to 3 to approve the following changes to the presentation of Town Council documents as follows:

- Green paper to be used for all confidential papers, to include Part B agendas and minutes and sub committee agendas and minutes which are identified as confidential
- All confidential papers to be marked as such
- Finance and General Purposes minutes to be presented on blue paper instead of green
- Agenda items to be identified by relevant colour and accompanying documents to display number of relevant agenda item

TO CONSIDER JOINTLY FUNDING A ROAD SAFETY SPEED SIGN FOR GREEN LANE IN PARTNERSHIP WITH THE TWO TOWNS AREA FORUM:

FG 6021 The Town Council was being asked to consider the joint funding of a flashing road safety speed sign on Green Lane as a road safety measure for the protection of children using the playground in this area, on a sharp bend, following a serious injury earlier in the year. The total cost of this sign was £12,000 including installation and maintenance, with a one-off payment up to a maximum of £6,000 made by the Town Council and the additional £6,000 allocated from Two Towns Forum. In response to a query regarding the effectiveness of this type of road sign, it was confirmed that this was on the recommendations of a professional highways officer who had looked at other options. In response to another query about installing a speed camera, it was confirmed that this was the remit of Greater Manchester Police and that there was currently there was no budget available for new speed cameras, although a request for the mobile speed camera van could be made.

While all Members were fully supportive any measures to protect the safety of children, some Members felt that replacing the fence that used to run along

the length of Green Lane playing fields would protect a larger area and make better use of available funding. It was accepted that this option could be looked at in a future discussions as part of joint working on environmental and regeneration projects in Horwich.

Resolved by 12 votes to 0 with 1 abstention to approve the joint funding of a road safety speed sign for Green Lane in partnership with the Two Towns Forum at a maximum cost to the Town Council of £6,000.

TO CONSIDER GREEN INITIATIVES IN HORWICH TOWN COUNCIL:

FG 6022 Members were being asked to consider various green initiatives to reduce costs and the amount of paper used in the production of Town Council documents, by printing and photocopying on both sides of the page and Members were generally in agreement that this was a good idea. In response to a query the Town Clerk confirmed that at the present time, it was not legal to send out agendas electronically, but hopefully this situation would eventually change. The question of provision of refreshments was discussed and Members felt that it was appropriate to continue to do this. It was confirmed that it was necessary to use disposal cups due to a lack of both time and facilities at Council meetings.

Resolved by 12 votes to 0 with 1 abstention to support the recommendation that all Council documents are printed on both sides of the page and to discuss further green initiatives at a later date.

TO APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO 30 SEPTEMBER 2013:

FG 6023 Resolved unanimously to approve the quarterly statement of accounts to 30 September 2013 as presented.

TO APPROVE THE QUARTERLY BUDGET REVIEW TO 30 SEPTEMBER 2013:

FG 6024 In response to a query it was confirmed that it was the annual budget figures that were included in the middle column of figures and that this was the budget review for the first half of the financial year to 30 September 2013.

Resolved unanimously to approve the quarterly budget review to 30 September 2013 as presented.

TO RECEIVE THE QUARTERLY REPORT FROM INTERNAL AUDIT TO 30 SEPTEMBER 2013:

FG 6025 Resolved unanimously to approve the quarterly report to 30 September as presented.

ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 6026 Resolved unanimously to approve the accounts for payment as presented and totalling £9,507.90

TOWN CLERK'S REPORT – FOR INFORMATION ONLY:

- FG 6027
- a. Elections Office: statement of persons nominated for election for Councillor for the Brazley Ward of Horwich Town Council on 21 November 2013 and notice of polling stations.
 - b. Remembrance Sunday: information about Annual Parade and Service taking place on 10 November 2013
 - c. Communities and Local Government: Information about Our Place! Programme phase of Neighbourhood Community Budgets
 - d. Rivington and Blackrod High School: invitation to all Councillors to the Community Christmas Party at Upper School on 18 December
 - e. Email from Town Clerk to Horwich Advertiser about advertisement for temporary road closure for the lighting of the Civic Christmas Tree on Friday 6 December 2013.

Resolved unanimously to note the Town Clerk's Report.

REPORTS FROM REPRESENTATIVES:

FG 6028

Town Mayor

The Town Mayor reported that, due to unforeseen circumstances, she had been unable to attend the recent launch of Coast to Coast restaurant, but had received vouchers for a meal for two which she had donated as raffle prizes for her Mayoral charities. The Town Clerk was asked to write to the restaurant to thank them for the hospitality shown to the Councillors who attended this event. It was also reported that Jonjo Kerr, an ex X Factor contestant would be appearing at the lighting of the Civic Christmas Tree on 6 December and an invitation to attend was extended to all Councillors.

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:

Councillor L. Rock left the meeting at this point.

