

BRIDLINGTON TOWN COUNCIL

**Minutes of the
Finance & General Purposes Committee
held on 13th October 2010 in the
Town Councils Offices, 62 Quay Road, Bridlington**

Present: Councillors R Allerston, P Austin, M Charlesworth, T Dixon, S Finlay (Chair), G Holmes, and S Marsburg were in attendance.
Mrs Exon recorded the minutes.

35/10 Apologies for absence:

RESOLVED: Apologies from Councillor L Chambers and C Marsburg were received and accepted.

36/10 Code of Conduct declarations of Personal and/or Prejudicial interest in items on the agenda the Nature of the Interest and Registration of Gifts:

RESOLVED: There were no declarations of interest in items on the agenda or registration of gifts.

37/10 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) (to include members of the Public and Councillors with prejudicial interests):

RESOLVED: There was no public participation.

38/10 Updated version of the Town Council's Good Governance Statement and recommendation to Council:

RESOLVED: To accept and adopt the revised internal audit reviewing procedures.

39/10 Receive and consider the end of year return from the Audit Commission and publication:

RESOLVED: The committee received the end of year annual return and noted comments.

40/10 Purchase of a laminator for the Bridlington Town Council's Offices:

RESOLVED: To purchase a suitable laminator.

41/10 IT specifications:

RESOLVED: To purchase the following IT equipment

- i. Microsoft office 2007 (with a 3 user license key)
- ii. Computer with specifications
- iii. Three Pen/Flash drive for back up of office machines.

42/10 Notification of second precept payment:

RESOLVED: The committee noted receipt of payment.

43/10 CCTV Update:

The committee received details regarding the current situation with the CCTV camera installation at the skatepark location and the issues surrounding the installation.

RESOLVED: To contact the installation company to request a site meeting to resolve electricity connection issues.

44/10 Request for monetary assistance from Sewerby Residents Association for the removal of the broken Bridlington Town Council Christmas lighting:

RESOLVED: To contact the Sewerby Residents Association to inform that the Bridlington Town Council considers that the allocation of a small grant awarded in February 2010 to the Sewerby Residents Association was in part to address the outstanding issues regarding Christmas lights and therefore the Council could not support a further payment for this purpose. The resolution at the time of the small grant allocation cannot be amended.

45/10 Doggy bag update:

The committee received an update with regards to the small increase in costs relating to the purchase of the biodegradable doggy bags that the Council sell in Bridlington.

RESOLVED: Not to increase the price but for the Council to stand the loss of 0.63p per 3,000 doggy bags sold to the residents of Bridlington. The price to be reviewed if there are any further increases in costs.

46/10 The East Riding of Yorkshire Council Footway Lighting Maintenance schedule:

RESOLVED: To accept the maintenance schedule from the East Riding of Yorkshire Council.

47/10 Meeting with Accountant following the completion of the half year accounts:

RESOLVED: The *Acting Responsible Financial Officer* to arrange a meeting with the Council's selected accountant and to inform the Councillors' of the appointment for their attendance should they wish to attend.

48/10 Revised Terms of Reference for the F & GP Committee in consultation with ERNLLCA:

RESOLVED: To instruct the Interim Town Clerk to liaise with ERNLLCA to revise the Terms of Reference for the F & GP Committee.

49/10 The requirements for the Bridlington light switch on event:

RESOLVED: To arrange to complete the requirements for the Christmas lights in Bridlington.

Signed: *Shelagh Finlay* Date: 20th October 2010

Mayor of Bridlington