

BRIDLINGTON TOWN COUNCIL

Minutes of the Finance & General Purposes Committee held on 25th July 2006 in the Bridlington Community Resource Centre 4-6 Victoria Road, Bridlington

Present: Councillors Mrs M Chadwick, D Grange, R Harrap (Chairman), C Marsburg, L Taylor and J Wilkinson.
C Smith recorded the minutes.

15/06 Apologies for absence:

RESOLVED: Apologies are received and accepted from Councillors R Adamson and Mrs D Clark

16/06 Code of Conduct declarations of interest in items on the agenda:

There were no declarations of interest.

17/06 The establishment of a) Disciplinary & Grievance Committee/Panel and b) Appeals Committee/Panel:

RECOMMENDATION: The Clerk is requested to obtain a draft Disciplinary & Grievance Policy from the principal authority and for it to be considered by the next meeting of the Staffing Committee.

18/06 'Bullying and Harassment at Work' with a view to formulating a policy:

RECOMMENDATION: The Clerk is requested to obtain a draft Disciplinary & Grievance Policy from the principal authority and for it to be considered by the next meeting of the Staffing Committee.

19/06 Consideration of a correspondence from Mr Chris Webb and to agree the service level agreement for the maintenance of the St John's Street public conveniences:

RECOMMENDATIONS: i) The content of tenders received by the Council should remain confidential with the exception of tenders accepted whereby the name of the tenderer and the amount should be recorded in the minutes;

ii) The Clerk is authorised to sign the Service Level Agreement 2006-2007 for the St John's Street public conveniences.

20/06 Incoming Telephone Call Analysis:

RECOMMENDATION: The Clerk is requested to obtain a quotation for the provision of telephony equipment to screen calls and to present a further report.

21/06 Financial Report:

The Bank Balances as at 30th June were as follows:

HSBC Deposit No. 1 A/c	£104,308.86
HSBC Deposit No. 2 A/c	£25,641.57
HSBC Current A/c	£26.48
Petty Cash	£114.63
Total:	<u>£130,091.54</u>

Income since 6th June 2006:

B.T. Refund £25.48 |

Total: £25.48

Cheque No.	Payee	Description of Account	Amount
101015	P East Yorkshire Citizens Advice	Grant S.142 (2a)	£500.00
101016	P BRIDWATCH	Grant S.137	£500.00
BACS	P Personnel	June Salary	£2,593.60
BACS	P ERYC	Pension Contribution	£904.58
101101	P Bridlington Cricket Club	Grant S.19	£650.00
101104	P Bridlington/Millau Petanque Club	Grant S.137	£250.00
101017	Priory P.C.C. (Priory Church Rooms)	Civic Service Room Hire	£72.00
101018	Priory P.C.C. (Priory Church Rooms)	Civic Service Cleaning Bond (Refundable)	£20.00
101019	British Telecommunication plc	Internet Services	£105.71
101020	ERYC	Annual Car Park Pass	£287.99
101021	ERYC	St. John Street Conveniences - Cleaning	£2,084.73
101022	Michaels Civic Robes	Mayoral Robe Alterations	£104.58
101023	Sewerby Cricket Club	Annual Public Convenience Maintenance Fee	£1,000.00
101024	Vision ICT Ltd.	Website Hosting & Support	£328.30
101025	Bridlington Community Partnership Ltd.	Printing Services (Gasworx)	£67.80
101026	Langton Optometrists	Optical Test & Prescription	£176.50
BACS	Enviros Consulting Ltd.	Professional Services Brid. Skatepark Phase 2	£1,586.25
BACS	Durable Signs (UK) Ltd.	Flag Pole Plaques	£223.25
BACS	The Phone Co-op Ltd.	Telephone Charges	£18.99
BACS	Bridlington Stationers Ltd.	Office Stationery	£82.95
BACS	Bridlington Stationers Ltd.	Office Stationery - Gasworx	£14.00
101027	Bridlington Community Partnership Ltd.	Room Hire & Photocopying April / May 2006	£14.17
101028	SMP (Playgrounds) Ltd.	2 x Youth Shelters (Gasworx)	£3,536.75
101029	Tony Cook Ltd.	Fencing (Gasworx)	£17,270.15
101030	ERYC	Flood Lighting & Draining (Gasworx)	£2,000.00
Total:			£34,392.30

RECOMMENDATIONS:

- i) The accounts are approved for payment;
- ii) Staff are to be advised of The Health and Safety (Display Screen Equipment) Regulations 1992.

22/06 Grant application from the Bridlington Lawn Tennis Club:

RECOMMENDATION: In accordance with the power granted under s137 of the LGA 1972, the Council makes a grant of £1,000 to the Bridlington Lawn Tennis Club.

Signed: *L. B. Taylor*

Dated: *05.09.06*

Mayor of Bridlington