

BRAUNSTONE TOWN COUNCIL

REPORT OF THE POLICY & RESOURCES COMMITTEE

12TH FEBRUARY 2015 AT 7.30PM

Present: Mr N Brown (In the Chair), Mr R Berrington, Miss S Betts (substituting for Miss A Ambrose), Mrs J Fox, Mr S Maxwell, Mr W Wright.

Officers in Attendance: Mr D Tilley, Executive Officer & Town Clerk, Miss J Leech, Assistant Executive Officer – Admin.

Apologies: Miss A Ambrose, Ms A Hack, Mrs S Maxwell, Mr G Sanders.

1. Disclosures of Interest from Members or Officers

There were no disclosures by Members of any Disclosable Pecuniary or Non-Pecuniary Interests.

2. Report of the Meeting held 15th January 2015

The report of the meeting held on 15th January 2015 was taken as read and signed by the Chairperson.

3. Public Participation

In accordance with Standing Orders 16f and 70 the meeting was adjourned to give an opportunity for members of the public present to raise matters of public interest for the purpose of making representations, giving evidence or answering questions.

There were no members of the public present at the meeting.

4. Publications

There were no publications received.

5. Parks and Open Spaces

a) Pitch Allocations 2015/2016

The draft Pitch Fees for 2015/2016 were received and noted along with the Terms & Conditions and pitch capacity for the use of the Council's sports facilities. It was noted that there was a proposed 2.2% increase in the pitch fees in line with the Council's increase in precept.

RESOLVED

- i) that the Pitch Fees for 2015/2016 be approved, as set out in Appendix 1;
- ii) that pitch type and capacity be approved, as set out in the Pitch Provision section of the report;
- iii) that the terms and conditions for football (appendix 2) and bowls (appendix 3) be approved; and
- iv) that the availability of pitches be advertised with a closing date for application on 26th March 2015.

6. Civic Centre

a) Revisions to Conditions of Hire for Community Centres

A revised Conditions of Hire for the Community Centres was received. The amendments were minor being for clarification purposes for the hirer.

RESOLVED

That the revised Conditions of Hire be adopted.

b) Community Centre Charges Update

A report from the Community Development & Centres Manager on the results of the discounted rate for Children's Birthday parties, put in place from March 2014, was received. The figures for the number of Children's parties booked for the past six months against the equivalent period in the previous year were received to assess the take-up. It was noted that there had been an increased uptake over the full year, in particular with the use of the Council Chamber.

RESOLVED

That the rate for Children's parties be adopted on a permanent basis, with the figures for the number of parties to be received by the Committee in a year's time for review.

c) Millfield Hall refurbishment

A report on the costings for the refurbishment of the Millfield Hall, as part of the Capital Projects' list for 2015/2016 as approved by the Council, was received. It was discussed that the works be co-ordinated to limit the closure time of the Millfield Hall and to ensure best value for money when seeking quotations for works. The next step was to go out to tender and form a detailed programmed of works.

The issue of the installation of solar panels was discussed. It was noted that the works to the Millfield Hall roof would enable it to accommodate solar panels at a future time.

RESOLVED

- i) *That a programme for the refurbishment of Millfield Hall be approved as set out in the report;*
- ii) *that delegated authority be given to the Executive Officer and Town Clerk, in consultation with the Chair of Policy and Resources Committee, to determine the specification and to invite quotes/tenders for the works as set out in the report; and*
- iii) *that a further report be submitted to the next meeting of Policy and Resources Committee setting out funding sources, a programme and timings for the works and presenting quotes/tenders for determination.*

7. Changes to provision and development of Local Public Services

An update report from the Executive Officer & Town Clerk on the implications of changes and developments to public services was received:

a) Future of Leicestershire Libraries / Connect Service Shop

It was noted that the Executive Officer & Town Clerk was liaising with officers at both Leicestershire County Council and Blaby District Council on the detailed arrangements for the model for Town Council to take over the running of the Library Service. The Executive Officer & Town Clerk reported that he had a meeting scheduled with the existing Library Managers to establish the processes for running a library service, management of book stock etc. He would also be meeting with

County Council officers in relation to human resources issues, and a further meeting with Blaby District Council officers to discuss the potential for combining the Connect Service Shop and library services.

It was noted that the deadline date for the submission of business cases to the County Council was 14th March 2015.

RESOLVED

That an extraordinary meeting of the Policy & Resources Committee be called to receive the draft business case for the running of the library service, for the Town Council to submit to the Leicestershire County Council.

- b) Thorpe Astley Community Centre – Medical Rooms
It was noted that the Medical Practice was hoping to commence operations from the Thorpe Astley Community Centre medical rooms from the beginning of April 2015 and that a full plan of the operations had been received by NHS England.

RESOLVED

That NHS England be contacted for clarification on when the introduction of medical services at the Thorpe Astley Community Centre could be publicised to local residents.

8. Complaints

To receive for noting, details of complaints dealt with under the Council's Complaints Procedure:

- (i) It was noted that a complaint had been received from a hirer under the Council's Complaints' procedure in relation to the withholding of their refundable deposit. Following an investigation by the Executive Officer & Town Clerk the amount deducted from the refundable deposit had been reduced which had been acceptable to the hirer and therefore the complaint had been resolved.

9. Financial Comparisons

The Financial Comparisons for the period 1st April 2014 to 31st January 2015 were received and noted.

10. Staffing

RECOMMENDED*:- That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply). Reasons for exception – Personal Information)*

A report on the implications of the removal of Grade 5 from the National Joint Council payscales from 1st October 2015 was received and noted.

RESOLVED

That the Town Council move towards the introduction of a living wage rate within its pay structure as part of the next staffing re-organisation or in twelve months' time, whichever was the earliest.

11. Signatories List

RECOMMENDED

That the Co-operative Accounts Signatories List be updated as follows:-

- a) *That the following former Members of the Council be removed from the signatory list for the Co-operative Bank Accounts*
Mr I Laughton
Mr P Fox
Mr R Ward
Mrs C Crowther
Mrs L Martin
Mr D Widdowson
- b) *That the following additional names be added to the signatory list for the Co-operative Bank Accounts Signatories*
Mr D Tilley

12. Termination of the Meeting

The meeting closed at 8.20pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favorable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.