

**MINUTES OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE
OF STAVELEY TOWN COUNCIL**

Wednesday 18 January 2017

Commencing at 6.00pm

In Room One, The Speedwell Rooms, Inkersall Road, Staveley

Present: **Councillor A Hill (Chair)** **Councillor H Elliott**
 Councillor D Collins **Councillor C Ludlow**
 Councillor E Tidd **Councillor B Dyke**
 Councillor L Derbyshire

In attendance - M Evans – Town Clerk and Financial Officer

		ACTION
248/ME/17	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were received from Councillor J Young.</p>	
249/ME/17	<p>COUNCILLORS NOT PRESENT</p> <p>There were no Councillors not present.</p>	
250/ME/17	<p>DECLARATIONS OF MEMBERS’ INTERESTS</p> <p>Councillor C Ludlow declared an interest in the item about a Section 137 claim from the police, in partnership with Chesterfield Borough Council's Community Safety Team. Councillor C Ludlow is the portfolio holder at Chesterfield Borough Council for health and well being.</p>	
251/ME/17	<p>MINUTES OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 16 NOVEMBER 2016</p> <p>These minutes were noted and had been approved at the Ordinary Meeting of Staveley Town Council on 13th December 2016.</p>	
252/ME/17	<p>MATTERS ARISING FROM THE MINUTES OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 16 NOVEMBER 2016</p> <p>There were no matters arising.</p>	
253/ME/17	<p>FINANCIAL ISSUES</p> <p>The Town Clerk and Financial Officer raised the issue of a list of debtors that dated back to 2004 and covered the period up to 2014. This list had been rolled forward in the accounts and totalled approximately £60,000. The list comprised approximately 50 individuals and organisations that appear to owe money to Staveley Town Council. It was RESOLVED that the Town Clerk and Financial Officer draw</p>	

	up a list of the debts by year, send a standard letter to those from 2011 to 2014 and then take a judgement on what resource is needed to pursue the debt as opposed to writing it off.	
254/ME/17	<p>BUDGET 2017/18</p> <p>It was RESOLVED that the Policy, Finance and Publicity Committee make a recommendation, to the February Council meeting, to raise the Staveley Town Council precept by 3.5% for the fiscal year 2017/18.</p>	
255/ME/17	<p>HEART OF STAVELEY PROJECT</p> <p>The Town Clerk and Financial Officer advised the Committee that a number of applications had been received for the post of Manager of Staveley Hall and the Stables Complex. The closing date is 27th January 2017. It was RESOLVED that a recruitment panel of Councillors C Ludlow, H Elliott and L-M Derbyshire be appointed for this process. The Town Clerk and Financial Officer will advise the panel.</p>	
256/ME/17	<p>HEALTH AND SAFETY</p> <p>The emergency lighting at 26 High Street has been tested this week and all seven lights failed. The Town Clerk and Financial Officer is obtaining a price to replace batteries or install new LED lights.</p>	
257/ME/17	<p>APPLICATIONS FOR FINANCIAL ASSISTANCE</p> <p>An application had been received from Treasurers Nursery (Touchstone) for £200 towards activities for the children. Councillor D Collins asked the Town Clerk and Financial Officer to re-direct the request to him and he will consider it from his Derbyshire County Council leadership fund.</p> <p>An application had been received from the police about reducing the rates for room hire for a series of diversionary activity sessions at the Speedwell Rooms. Councillor D Collins stated that he would consider covering the room hire from his leadership fund.</p>	
258/ME/17	<p>PROVISION OF HANGING BASKETS</p> <p>Following a discussion about the provision of hanging baskets, it was RESOLVED that the Town Clerk and Financial Officer obtain three prices for the 2017 display.</p>	
259/ME/17	<p>PERFORMANCE REPORTS</p> <p>The Town Clerk and Financial Officer presented the November 2016 performance reports for the Speedwell Rooms and the Stables. The Committee noted the performance outcomes.</p> <p>In terms of the Speedwell rooms, it was RESOLVED to raise the</p>	

	<p>price of beer by 20p a pint and spirits by 10p a measure.</p> <p>In terms of the Stables, Spire Recruitment have expressed interest in also taking the vacant unit 10. They have asked for a carpet to be put down to turn it from a workshop into an office. It was RESOLVED to fund a carpet in unit 10 for Spire Recruitment.</p> <p>It was RESOLVED that rental rates for the Stables be raised by 3.5% as each lease expires.</p> <p>It was RESOLVED that the room hire charges at the Speedwell Rooms be raised by 3.5%</p>	
260/ME/17	<p>CORPORATE RISK REGISTER</p> <p>It was noted that this had been approved at the Ordinary Council meeting on 10th January 2017.</p>	
	<p style="text-align: center;">PART II – CONFIDENTIAL</p> <p>PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960</p> <p>RESOLVED – That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press be excluded from this meeting during the discussion thereof.</p>	
261/ME/17	<p>STAVELEY HALL BUSINESS PLAN</p> <p>It was RESOLVED that the new Staveley Hall business plan be approved.</p>	
262/ME/17	<p>ICE RINK - FINANCIAL ANALYSIS</p> <p>The Town Clerk and Financial Officer updated the Committee on the financial performance of the ice rink which was held on the Christmas Market. After a discussion about lessons to be learnt from this event, the details presented were noted.</p>	