



# RYDE

## TOWN COUNCIL

### **FINANCE COMMITTEE**

MINUTES OF A MEETING OF THE RYDE TOWN COUNCIL FINANCE COMMITTEE HELD AT 7PM ON TUESDAY 26 MARCH 2019 IN THE IN THE COUNCIL MEETING ROOM, COUNCIL OFFICES, 10 LIND STREET, RYDE, ISLE OF WIGHT.

PRESENT: Councillors Tim Wakeley (Chairman), Henry Adams, Julian Critchley, Michael Lilley, Phil Jordan, Sue Lyons, Malcolm Ross

IN ATTENDANCE: Gareth Hughes (Responsible Financial Officer), Liz Dutton (Administration Officer)

ALSO PRESENT: Councillor Diana Conyers, 6 members of the public

PUBLIC QUESTION TIME: There were no public questions.

#### 30/19 APOLOGIES

Apologies were received from Councillors Axford, Chapman, Lucioni and Stephens.

#### 31/19 DECLARATIONS OF INTEREST

Cllr Adams declared a non-pecuniary interest in agenda item 9 and 10 as a member of Ryde Rotary Club and Ryde Rowing Club.

Cllr Ross declared a non-pecuniary interest in agenda item 9 as a member of IW Bus and Coach Museum.

Cllr Lilley declared a non-pecuniary interest in agenda item 9 and 10 as Ryde Town Council's representative for Ryde Business Association.

Cllr Wakeley declared a non-pecuniary interest in agenda item 10 as a member of Vectis Boating and Fishing Club.

### 32/19 REQUESTS FOR DISPENSATIONS

There were no requests received.

### 33/19 MINUTES

#### RESOLVED:

That the minutes of the meeting held on 19 February 2019 be approved as an accurate record and be signed by the Chairman.

### 34/19 MEMBERS' QUESTIONS

There were no questions.

### 35/19 COMMUNITY CONNECTORS PROJECT – RYDE

The Chairman introduced Councillor Clare Mosdell, the Isle of Wight Council cabinet member for Adult Social Care, Public Health and Housing Needs. She explained that the Community Connectors project would be a new service in Ryde, Newport and Freshwater. She indicated that it would be up to Ryde Town Council to specify the outcomes that the Town Council would want to see from the project as the Town Council is better placed to know and understand the needs of the local community. Councillor Mosdell emphasised that the Isle of Wight Council would contribute a one-off amount of £20,000 via the Better Care fund in the first year after which the service would need to be recommissioned by either the Town Council or the voluntary sector via the Local Care Board. The IWC favoured a model that is community asset based and designed around a hub and in the case of Ryde this would be based at Aspire. Councillor Lilley noted that he felt that the new appointee should take the lead in establishing a Ryde Steering Group for adult services, similar to the Network Ryde Steering Group.

The Committee believed that the best way to move forward was to establish a Task and Finish Group in order to establish the specific outcomes and benefits that wanted to be achieved. Only once those were known a job description for the role could then be developed in consultation with Aspire. The Committee clearly stated that they had no desire to become the employer of an eventual appointee. The Chairman suggested that Councillor Michael Lilley would be well placed to sit on the Task and Finish Group and that Councillor Diana Conyers, although not a member of the Finance Committee, should be co-opted on to the Group. Councillor Mosdell asked that she be provided with an outline of the outcomes within two weeks and confirmed that the IWC would be commission the service.

It was suggested that the Task and Finish Group meet as soon as possible to establish a set of outcomes and report back to the next meeting of the Finance Committee with its findings.

RESOLVED:

That a Task and Finish Group be established and report back to the Finance Committee with a set out outcomes.

36/19 PROCUREMENT FORWARD PLAN

Consideration was given to the Contracts Database that also acts as the Council's Procurement Forward Plan. The report was noted.

37/19 APPROVED LIST OF CONTRACTORS FOR MINOR WORKS, SERVICES AND SUPPLIES

Consideration was given to the report of the Procurement Advisor. Members noted that for small value procurements within the Clerks delegated authority having an approved list of contractors who met the necessary criteria would reduce the timescale in appointing a contractor and also save time and money in the procurement process. Members also considered that now the Town Council was providing an increased level and value of service it was now an appropriate time for the Clerks delegated authority be increased to £10,000, with any contract which had a whole life value over £5000 be discussed with both the Chair and Vice-Chair of Finance to gain approval.

RESOLVED TO RECOMMEND TO FULL COUNCIL:

- (a) That the Approved List of Contractors as detailed in appendix A of the report be approved
- (b) That the Clerks be given delegated authority to add Contractors to the various categories of works, services, and supplies listed who meet the criteria and that similarly, the delegated authority be given to remove Contractors who no longer meet the criteria, or whose performance, if appointed to undertake works services or supplies, do not meet satisfactory standards.
- (c) That a major review of the Approved List of Contractors be carried out on a three-yearly basis, and that the list is reported on an annual basis to the Finance Committee for noting, but that any significant changes are further reported to, and approved by Full Council
- (d) That the Delegated Authority of the Town Clerks be raised from £5,000 to £10,000 to both commence a procurement process and subsequently award contracts in accordance with the requirement of the Contract Standing Orders without formal reference to members, and that the Councils' Contract Standing Orders and Financial Regulations be amended accordingly, subject to below;
- (e) That for contracts that have an estimated whole life value above £5,000 and up to £10,000, that the Town Clerks initially discuss these with both the Chair and Vice Chair of the Finance Committee prior to commencing a procurement process, and subsequent further discussion prior to award of contract. However, where the nature of the contract is considered to be either of a strategically Important or of a politically sensitive, then the authority of the Full Council or delegated Council Committee is gained

prior to commencement of the procurement process and subsequent approval given by either Full Council or delegated Council Committee to award a contract.

38/19 MARKETING GRANTS 2018/2019

(a) Ryde Business Association – Christmas in Ryde

Consideration was given to application for a marketing grant for a late night shopping event which would include street entertainment, attractions and a Christmas window competition.

RESOLVED:

That a grant of £230 be awarded.

(b) Friends of Appley – Appley Day

Consideration was given to application to host Appley Day in June 2019.

RESOLVED:

That a grant of £300 be awarded.

(c) IW Bus and Coach Museum – Marketing and Leaflet Distribution 2019

Consideration was given to an application for a marketing grant for leaflets.

RESOLVED:

That a grant of £400 be awarded.

(d) Rotary Club of Ryde – Firework Extravaganza

Consideration was given to an application from the Rotary Club for a professionally managed firework display at Haylands Primary School in Ryde on 2 November 2019.

RESOLVED:

That a grant of £500 be awarded.

(e) IW Beach Soccer Association – Beach Soccer Season 2019

Consideration was given to an application for a marketing grant for the Beach Soccer Season 2019 – 13 Championship events.

RESOLVED:

That a grant of £1500 be awarded.

39/19 COMMUNITY GRANTS 2018/2019

(a) IW Armed Forces Day Committee – IW Armed Forces Day 2019

Consideration was given to an application for a community grant to support IW Armed Forces Day 2019 taking place in Newport.

RESOLVED:

That a grant of £100 be awarded.

(b) Age UK Isle of Wight – Active Minds Social Club

Consideration was given to an application for a community grant for an Active Minds Social Club aimed at those suffering from memory loss or mild cognitive impairment

RESOLVED:

That a grant of £200 be awarded.

(c) Vectis Boating and Fishing Club – Junior Fishing Frenzy 2019

(The Chairman declared a non-pecuniary interest as a member of the VBFC and vacated the Chair and the Vice-Chairman took the Chair for this item).

Consideration was given to an application for the Junior Fishing Frenzy taking place on Ryde Pier Head.

RESOLVED:

That a grant of £200 be awarded.

(d) Isle Access – Ryde Access Forum

Consideration was given to an application for a community grant to provide for the services of a sign language interpreter and an accessible meeting room for 4 meetings a year.

RESOLVED:

That a grant of £500 be awarded.

(e) Project Opera – Free Wellbeing and Voice Projection Workshops

Consideration was given to an application for a grant to provide free wellbeing and voice projection workshops. After discussion the Committee felt that the demand for the project was not sufficiently demonstrated in the application and further evidence was required from organisations who maybe requesting the service that were offered.

RESOLVED:

That the grant application be declined.

(f) Ryde Rowing Club – Manufacture of a New Coastal Four

Consideration was given to an application to secure a new coastal coxed four for the club to expand the existing fleet.

RESOLVED:

That a grant of £1,000 be awarded.

(g) Ryde Business Association – Christmas in Ryde

Consideration was given to an application for a community grant for Christmas in Ryde, a late night shopping event with street entertainers and attractions. The Committee was disappointed to have seen that some of the larger shops did not stay open at last year's event and Cllr Lilley, the Town Councils representative for RBA, agreed to feed this back to the board.

RESOLVED:

That a grant of £1270 be awarded.

(h) Ryde Sea Cadets – Reroofing of Sea Cadet Unit

Consideration was given to an application for a community grant to help replace the roof of the Ryde Sea Cadet Unit.

RESOLVED:

That a grant of £1,500 be awarded.

(i) Wight Wave Beach Sports – Wight Wave Beach Fest

Consideration was given to an application for the Beach Sports Festival taking place in Ryde during a weekend in July.

RESOLVED:

That a community grant of £1,500 and also a marketing grant of £1,500 be awarded.

(j) Play Lane Millennium Green – Extension of paths to allow wider access for visitors with limited mobility

Consideration was given to an application for community grant to purchase limestone chipping to improve existing paths throughout the green.

RESOLVED:

That a grant of £1,500 be awarded.

(k) Ryde Saints Football Club – To renovate Salters Park and return it to public use

Consideration was given to an application for renovation of Salters Park to enable it to be returned to public use.

RESOLVED:

That a grant of £1,500 be awarded.

40/19 BUDGET MONITOR 1 APRIL 2018 TO 31 DECEMBER 2018

The Responsible Finance Officer introduced the report and answered a number of questions from the Committee. He confirmed the general admin budget had been increased for the new financial year. The Committee asked for clarification as to what 'special projects' related to. The report was noted.

41/19 BANK RECONCILIATION 1 APRIL 2018 TO 31 DECEMBER 2018

Consideration was given to the Bank Reconciliation and the report was noted.

42/19 AUDIT PLAN 2018-19

Consideration was given to the Audit Plan 2018-19 and the report was noted.

43/19 RISK MANAGEMENT PLAN

Consideration was given to the Risk Management Plan and it was

RESOLVED TO RECOMMENDED TO FULL COUNCIL:

That the Risk Management Plan be approved.

44/19 WARD ALLOCATIONS

(a) Consideration was given to a ward allocation from Cllr Stephens to MPCT (Military Preparation College), to Aspire from Cllr Lucioni for a British Sign Language training group and from Cllr Ross to the Phoenix Project for gardening projects.

RESOLVED:

That the following ward allocations be awarded

- (i) £250 MPCT
- (ii) £250 Aspire
- (iii) £250 Phoenix Project

(b) A letter of thanks from All Saints' Church for a ward allocation was noted.

45/19 COMPLETION REPORTS

The Committee received completion reports in respect of a Marketing and Community Grant to Ryde Business Association for Christmas in Ryde 2018 and a marketing grant to the IW Bus & Coash Museum for advertising flyers awarded in October 2018, a community grant awarded to Vectis Boating and Fishing Club towards refurbishment of the kitchen and to IW Beach Soccer for the event last summer.

46/19 DATE OF NEXT MEETING

The next meeting was scheduled to take place on Tuesday 16 April 2019.

CHAIRMAN

DATE