

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON 15TH OCTOBER 2003

PRESENT

Mr. Steeples presided over Mesdames Harrison and Holmes, Messrs. Gray, Wren, Fletcher and Mackin.

1. APOLOGIES

None.

2. DECLARATION OF INTERESTS

Mr. Steeples declared an interest in Item 7 – Accounts, Shefford Community Hall.

3. TOWN MEETING ROOM BOOKING CLERK

It was agreed that the current system of taking bookings for the hire of the Town Meeting Room should remain. The possibility of potential problems arising with regard to a keyholder situation was one aspect.

4. ESTIMATE – REPAIRS TO WINDOW SILLS IN COUNCIL CHAMBER

An estimate has been received from Best Brothers regarding the above. Two more estimates are still to be sought.

5. GRANT FUNDING – WINGED FELLOWSHIP TRUST

An application for grant funding has been received from the above Fellowship. It was decided that such a grant was not available.

6. MAINTENANCE OF GAUGING STATION - RIVER FLIT

The Environment Agency have given notice of their intention to do maintenance work on the gauging station adjacent to the River Flit during the month of October for approximately four weeks.

7. SHEFFORD COMMUNITY HALL – GRANT

An application has been made for an annual grant towards the running costs of the Community Hall. It was thought that the Committee was not permitted to make annual grants but would consider a sum of money when precepts for next year were discussed.

8. APPOINTMENT OF AUDITOR

It was found to be unethical for Mr. Rutt to be retained as Auditor for the accounts of Shefford Town Council for the year ended 31.3.2003. Clerk to arrange for a new Auditor to be found.

9. CONTRACT CLERK

A contract for the Town Clerk has been negotiated and agreed.

10. MEMORIAL BENCH – SANDRA WAKEFIELD

The Council's permission has been sought to place a memorial bench to commemorate the 'youth work' done by Mrs. Sandra Wakefield who died recently. A sum of money has been made available to the Council for the purchase of such a bench and consent is to be obtained with regard to the proposed siting.

11. AUDITOR'S REPORT ACCOUNT – ACCOUNTS YEAR END 31.03.2002

A signed audit certificate has been received from the Auditors Lubbock Fine with an accompanying information and advice note.

12. BUSINESS CARDS/CERTIFICATES

Costs and proofs have been received regarding Business Cards for the Clerk and blank 'parchment type' certificates for the annual 'Awards. These were approved and an order is to be placed for their production.

13. MID BEDS D C – ENVIRONMENTAL CALENDER

The Town Council has been approached by Mid Beds D C to advertise on an encapsulated environmental calendar and folded 'flyer'. It was decided not to advertise at the present time.

14. SHEFFORD SAINTS FC (JUNIORS)

A letter has been received from Shefford Saints F C regarding the mole problem on the football pitch adjacent to the Millenium Green. Certain remedial actions were suggested in the letter and the Council is to seek advice before replying.

15. ANNUAL CHARTER FAIR

It was decided to invite Mr. Henry Harris to the next Finance and Policy meeting to discuss any problems that both he and the Town Council had with the recent fair.

16. COMMUTED SUM – LUCAS WAY PLAY AREA

Reply received from a request to Lisa White, Play and Open Space Officer of Mid Beds D C, for the formula required to arrive at the appropriate commuted sum for site maintenance at the Lucas Way play area.

17. ANY OTHER BUSINESS

Information and request regarding a 'dropped kerb' in the vicinity of Old Bridge Way.

An invitation to be sent to the Chairman of Clifton Parish Council to attend the next Finance and Policy meeting to discuss such matters as traffic flow with the proposed increase in schoolchildren numbers that will be attending Samuel Whitbread Community College.

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A discussion took place regarding school buses that are still using New Street to access the school. Registration numbers of the offending buses have been taken and a letter is to be written to the Bus Contracts Department of the County Council.

The meeting closed at 9.45 p.m.
