

## **MINUTES OF THE FINANCE AND POLICY COMMITTEE HELD ON 21<sup>ST</sup> JANUARY 2004**

Prior to the commencement of the meeting Inspector Donald Goss and Sergeant Hassan Kahn Of Burton International Plc gave a presentation of Parish Policing to the Committee. This was found to be both interesting and informative and some literature was handed out for general perusal.

### **PRESENT**

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

#### **1. APOLOGIES**

Mr. Fletcher

#### **2. DECLARATION OF INTERESTS**

Mrs. Harrison expressed an interest in Item 6 – Shefford Saints F C (Juniors) re: Millenium Green and Mr. Steeples expressed an interest in Item 13 – Accommodation/Clerk.

#### **3. DATE FOR BOOKING COMMUNITY HALL – ANNUAL TOWN MEETING**

This was set for Friday 23<sup>rd</sup> April 2004 in the Community Hall.

#### **4. AWARDS/PLAQUES/CERTIFICATES**

Nominations should be received for the above by the next Finance and Policy Committee meeting which is on 18<sup>th</sup> February. Biggleswade Chronicle to be contacted as soon as possible with a view to placing an appropriate announcement in the newspaper.

#### **5. NEWSLINE – HIRE OF TOWN MEETING ROOM**

It was suggested that an advertisement should be placed in Newsline offering the facility of hiring the Town Meeting Room to Groups etc. This was thought to be a good idea but it was further noted that more space is required in the magazine. Mr Wren offered to look into the possibility of obtaining quotations from other printers with regard to price and format.

#### **6. SHEFFORD SAINTS F C (JUNIORS)**

The Shefford Saints have informed the Council of their plan to resolve the matter of moles destroying the surface of the football pitch. This plan also included a drawing of the facilities that the Saints would like on the site. One of their requirements was a building to be used for storage. As this building would encroach on to Millenium Green land, the plan is to be forwarded to the Trustees of the Green for their perusal. The drawing also showed the installation of a mole fence round the perimeter of the pitch and as a consequence of this, the plan will have to be forwarded to the Bedfordshire and River Ivel Drainage Board.

## **7. GRANT TOWARDS WINDOWS – ROBERT LUCAS TRUST**

An approach has been made to the Robert Lucas Trust to ask if they would be prepared to fund the necessary remedial work required to the Council Chamber windows. The Trust has agreed to this request and has generously offered the funding accordingly. A letter of thanks is to be sent to them.

## **8. DONATION – SHEFFORD SCOUT GROUP LIGHTS**

In previous years the Town Council has donated £60 per annum to the Shefford Scouts to cover the cost of electricity supplied to the light situated on the site of their building. It was agreed that another £60 should be paid in respect of this year.

## **9. CONTENTS INSURANCE – COUNCIL CHAMBER**

Three quotations are to sought from Insurance Companies with a view to insure the contents of the Council Chamber and Town Meeting Room.

## **10. EMERGENCY FLOOD PLAN**

Mr. Mackin showed the Committee an information sheet showing the appropriate people and contact telephone numbers that should be used in the possible event of a town flood. This information is to forwarded to Mr. Leith and Mr. Dear who are the Council's representative's in this matter and also to Mr. Iain Berry, Mid Beds Council's Emergency Planning Officer.

## **11. CERTIFICATE – EMERGENCY AID IN THE WORKPLACE**

It was noted that Mrs. Collins has been awarded a Certificate by the St. John's Ambulance Brigade for successfully demonstrating competence in a course on Emergency Aid in the Workplace for Appointed Persons.

## **12. SHEFFORD LABOUR PARTY – REQUEST FOR A CONCESSION FOR HIRE OF THE TOWN MEETING ROOM.**

The Committee did not grant this request from the Shefford Branch of the Labour Party and further added that the Branch should be informed that the Meeting Room can only be used for proper committee work and not for general public meetings.

## **13. ACCOMMODATION – CLERK**

Investigations to be made regarding office accommodation for the Town Clerk. It was thought there might be an opportunity for sharing office space in one of the units on the industrial estate.

## **14. AUDIT COMMISSION REPORT**

A questionnaire has been received from the Audit Commission regarding the forthcoming audit of Mid Beds District Council. All Finance and Policy Committee members to receive a copy of the questionnaire which should then be returned to the Clerk who will collate the answers and forward the final summary on to the Audit Commission before 16<sup>th</sup> February 2004.

**15. ANY OTHER BUSINESS**

Mr. Mackin produced figures from Sandy Security Ltd regarding the possible cost of a CCTV camera being sited in Victoria Road. Mr. Wren to ascertain if there is any possibility of local retailers etc. making a contribution towards funding the project.

The meeting closed at 9.45 p.m.

\*\*\*\*\*