

**MINUTES OF A MEETING OF THE POLICY & RESOURCES COMMITTEE HELD IN THE  
COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY  
ON MONDAY 16 JANUARY 2017 AT 7.30PM.**

**PRESENT**

Councillors Howard Bairstow; Jeff Beck, Adrian Edwards; David Fenn; Dave Goff (Chairperson); Sarah Greenall; Elizabeth O'Keeffe; Margo Payne; Anthony Pick; Tony Stretton; Julian Swift-Hook; Martha Vickers.

**IN ATTENDANCE**

Hugh Peacocke, CEO  
Gillian Durrant, RFO

**34. APOLOGIES FOR ABSENCE**

There were none.

**35. DECLARATIONS OF INTEREST AND DISPENSATIONS**

The Chief Executive Officer declared that Councillors Howard Bairstow, Jeff Beck, Adrian Edwards, Dave Goff and Anthony Pick are also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council (WBC) business.

Councillor Swift-Hook declared that his partner is a volunteer with the WBC 'At Home' Service.

**PROPOSED:** Councillor Swift-Hook

**SECONDED:** Councillor Stretton

**RESOLVED:** A general dispensation be approved for members to discuss the budget and precept under section 33 of the Localism Act, 2011.

**36. MINUTES**

**PROPOSED:** Councillor Tony Stretton

**SECONDED:** Councillor Elizabeth O'Keeffe

**RESOLVED:** That the minutes of the meeting of the Policy & Resources Committee held on Monday 17 October 2016 be approved as a correct record and signed by the Chairperson.

**37. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC**

There were none.

**38. MEMBERS' QUESTIONS AND PETITIONS**

There were none.

**39. LIBRARY SERVICES REVIEW**

Members received a verbal report from Paul James, Culture Manager and Mike Brooke, Library Services Manager of WBC about the future funding of the library services, and the request from WBC that Newbury Town Council contributes toward the cost of running the library services.

**40. HEALTH AND SAFETY REPORT**

The information was received and noted by the Committee.

**41. LIST OF PAYMENTS**

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor Martha Vickers

**RESOLVED:** That the lists of payments for the period 1 October 2016 to 31 December 2016 is authorised.

**42. INCOME AND EXPENDITURE ACCOUNT 2016/17**

The income and expenditure account to December 2016 was received and noted by the Committee.

**PROPOSED:** Councillor Tony Stretton

**SECONDED:** Councillor Dave Goff

**RESOLVED:** That the over spends shown against the account codes on Agenda Appendix 5 & 5a be approved.

**43. ELECTRONIC PAYMENTS FOR THE HIRE OF VICTORIA PARK TENNIS COURTS**

**PROPOSED:** Councillor Julian Swift-Hook

**SECONDED:** Councillor Sarah Greenall

**RESOLVED:** That the Council use the online payment company Stripe to collect electronic payments by hirers of the new tennis courts in Victoria Park.

**44. DEBTS OVER £500 AND MORE THAN THREE MONTHS OLD**

The Committee noted that the Council had instigated legal proceedings against a Town Hall tenant, which are pending payment of arrears in agreed stages, commencing 18 January 2017. Default of the first payment could result in the proceedings going ahead.

**45. INTERNAL AUDIT REPORT**

That the second interim internal audit report for the financial year 2016/17 from Auditing Solutions Ltd, as attached at Appendix 7 to the agenda, was received and noted by the Committee.

The Council staff were commended on another good report.

**46. 2017/18 BUDGET**

The Committee considered the draft budget and the Leader's memo, as well as the budget proposals submitted by the Liberal Democrat Group.

**PROPOSED:** Councillor David Goff

**SECONDED:** Councillor David Fenn

**RESOLVED:** That £300 to be added to Clock House R&M budget, and £300 removed from P&R committee fund.

*Councillor Julian Swift-Hook abstained.*

**PROPOSED:** Councillor Martha Vickers

**SECONDED:** Councillor Julian Swift-Hook

£3,569 for outreach youth worker for the two YMCA youth cafes in the town

Amendment failed to find support (Councillor Jeff Beck abstained)

Councillor O'Keeffe declared that she volunteers at the CAB

**PROPOSED:** Councillor Julian Swift-Hook

**SECONDED:** Councillor Martha Vickers

A total of £36,000 grant to CAB

Amendment failed to find support

**PROPOSED:** Councillor Martha Vickers

**SECONDED:** Councillor Julian Swift-Hook

To increase the grants funding to £18,000

Amendment failed to find support

**PROPOSED:** Councillor Dave Goff

**SECONDED:** Councillor Martha Vickers

**RESOLVED:** That £8,000 to be added to earmarked reserves for Visitor Information Services from the under spend in the 2016/17 budget for Visitor Information.

**PROPOSED:** Councillor Martha Vickers

**SECONDED:** Councillor Julian Swift-Hook

£10,000 for the Mrs Mabel Luke charity for building further almshouses.

Amendment failed to find support

**PROPOSED:** Councillor Julian Swift-Hook

**SECONDED:** Councillor Martha Vickers

To remove £31,275 for the WBC library service from the budget

Amendment failed to find support

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor David Fenn

**RESOLVED:** That the Council install turnstiles at the Wharf toilets and set a charge of 20p for entrance to the Wharf Toilets.

The Committee commended Richie Sharp for looking after (and decorating) the toilets at the Wharf.

**PROPOSED:** Councillor Dave Goff

**SECONDED:** Councillor Anthony Pick

**RESOLVED:** That the draft budget for 2017/18, keeping an overall funding requirement of £1,019,453 (zero increase for Band D), be recommended to Council on 30 January 2017, (while noting that the level of precept has to be declared to the Billing Authority by 31 January 2017) subject to any further tax base adjustments by West Berkshire Council.

#### 47. JACK O'NEWBURY SCULPTURE

**PROPOSED:** Councillor Margo Payne

**SECONDED:** Councillor Jeff Beck

**RESOLVED:** That the Council contribute £1,800 towards the proposed Jack O'Newbury Sculpture, taking £1,300 from CIL contributions and £500 from unspent ear marked reserves for the stone flag.

#### 48. EXCLUSION OF THE PRESS AND PUBLIC

**PROPOSED:** Councillor Dave Goff

**SECONDED:** Councillor Anthony Pick

**RESOLVED:** That under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following item of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

#### 32. REPORT FROM STAFF SUB-COMMITTEE

The updated information for the meeting of the Staff Sub-Committee held on Monday 28 November 2016 was received and noted by the Committee.

**THERE BEING NO FURTHER BUSINESS, THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 9.45PM.**

**CHAIRPERSON**