

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE WAS HELD IN THE MOOT HALL ON TUESDAY JUNE 30th 2008 AT 7.35pm

Committee Members Present : [in alphabetical order]	Chairman	I Potts
	Councillors	A Connell (<i>deputy for Cllr Mrs Patterson</i>)
		Mrs J Dempster (<i>deputy for Cllr H Potts</i>)
		PR Elliott (<i>from 7.45pm</i>)
		Mrs E Langan
		J Pape
Apologies from Committee Members :	Vice Chairman Councillors	HR Potts
		Mrs C Patterson
		S Rooke
		LH Thwaytes
Copies to all remaining Members of Council for information, <i>some of whom were in attendance at this Committee Meeting in an advisory capacity.</i>		

F1/07/08 APOLOGIES FOR ABSENCE

Apologies were received by the Chairman on the Committee's behalf.

F2/07/08 MINUTES OF THE LAST MEETING

Members **AGREED** that the minutes of the last meeting of the Finance & General Purposes Committee, held on June 2nd 2008, were a true and accurate record.

The Chairman was authorised to sign them as such. Any recommendations contained in these minutes had been considered for adoption by Council on June 11th 2008.

F3/07/08 DECLARATIONS OF INTEREST

Cllr Connell declared that he would not vote on any matter pertaining to the T.I.C., since a relative of his was temporarily employed therein.

F4/07/08 CHAIRMAN'S REPORT AND COUNCILLORS' QUESTIONS

The Chairman's report was received and noted, including details of the **Appleby Music Festival** planned for **Friday to Sunday September 12 to 14** this year (*tickets will be available via the T.I.C. for this event*).

F5/07/08 T.I.C. WORKING PARTY MINUTES

Cllr I Potts presented minutes from a TIC Working Party meeting held on June 26, which were discussed. It was **AGREED** that ...

- the EDC grant reduction would be discussed with EDC's Tourism Manager at her July 10th meeting with the TIC Manager, RFO, Clerk and WP Chair (*plus WP Members who wished to attend*) (*meeting 1pm in the Council Chamber*)
 - at that meeting it would be asked what EDC services currently provided by Kirkby Stephen could also be provided by our TIC to offset some of the planned grant reduction
- The committee felt that, together with the Public Hall, the TIC was the most tangible service that ATC provided for the residents of the town and that a great deal of thought was needed before reducing this service.

Cllr Holloway reminded Members that one of the ideas being discussed by the WP was developing the EDC/CCC Contact Centre side of the TIC's work to try to gain more funding. This would also be mentioned at the above meeting.

ACTION

IP

RFO

IP

T.I.C. WORKING PARTY MINUTES continued ...

RECOMMEND to Council that these T.I.C. Working Party minutes be adopted, including the recommendation to discontinue the current **Destination Management System (D.M.S.)** registration on economic grounds. (*please see attached for the T.I.C. Working Party minutes referred to above*)

**T.I.C.
Mngr**

F6/07/08 T.I.C. PRINTER REPLACEMENT

RECOMMEND to Council that the T.I.C. printer be replaced with an HP Officejet PRO L7780 at a cost of £265 (plus VAT, which will be reclaimed).

Clerk

F7/07/08 BUILDING REPAIRS WORKING PARTY

This item was deferred to full Council. The Clerk was asked to add an agenda item for July 9

Clerk

F8/07/08 EXPENDITURE RECOMMENDED BY WORKING PARTIES

None this month.

F9/07/08 CORRESPONDENCE

Members considered a letter received from the Cumbria Primary Care Trust, enclosing their booklet on further improvements to mental health services for adults. **Cllr Connell** kindly volunteered to take the booklet away to study, in order to report back to Committee on August 4th with a recommended ATC response (*consultation deadline September 30*). The Clerk was asked to add an agenda item for August 4.

**AC
Clerk**

F10/07/08 LATE CORRESPONDENCE AFTER AGENDA PUBLISHED

None outstanding this month.

F11/02/08 EXCLUSION OF THE PRESS AND PUBLIC

Members **RESOLVED** that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public should be excluded from the remainder of this meeting while the following item of business was discussed.

F12/02/08 LETTER FROM A TENANT

Members considered a letter from a tenant.

RECOMMEND to Council that the RFO reply to set up a meeting with the tenant at their premises (on a Thursday) with herself, Cllr I Potts and Cllr Mrs Langan in order to discuss their query, so that a report can be brought back to Committee in due course.

RFO

F13/07/08 NEXT MEETING

Members noted that the next ordinary meeting of the Finance & General Purposes Committee would be held on **Monday August 4th at 7.45pm** in the Moot Hall, **or upon the rising of the Planning Committee.**

ALL

There being no further business, **the meeting closed at 8.25pm.**

MINUTES OF T.I.C. WORKING PARTY MEETING JUNE 26 2008

Present : Cllr Ian Potts (Chair), Cllr Keith Budding, Cllr Andy Connell, Cllr Ian Holloway, Cllr Mrs Langan, Mrs Nicola Elliott (TIC Manager), Mrs Ruth Longrigg (RFO) and Mrs Christine Payne (Town Clerk)

Apologies : Cllr Philip Elliott, Cllr John Pape

1. MANAGER'S REPORT AND HORSEFAIR FEEDBACK

Nicola confirmed figures for this year, with last year's for comparison, for the official days of Thursday June 5th to Wednesday 11th 2008, as :

	<u>2008</u>	<u>2007</u>
Takings	£5,057.03	£5,350.06
Visitors	4,695	4,089

and explained that maps were free this year (she normally sells between 1 - 200 @ £1 each), which could account for some of the overall drop of £293 in takings ? The Fair quietened down much quicker this year - sales dropped from Monday onwards, but sales were higher than last year for the two days before the Fair.

It was agreed that the RFO would research with Penrith T.I.C. the cost of a door sensor to count numbers of visitors which could then be linked to a computer, to map the busy and quiet times, so this information could be available if discussions were needed on further cost savings such as reduced opening hours. Nicola explained the current system of using a counter and also that the quiet times were difficult to predict but were necessary for the staff to tidy up, restock shelves, order stock, respond to emails and telephone messages, count the till, do the banking and other T.I.C. admin, etc.

2. CONDITION OF MOOT HALL BUILDING

It was agreed that the Council's new Building Repairs Working Party would deal with this.

3. RFO'S UPDATE ON FINANCIAL POSITION THIS YEAR

It was reported that income year to date for the T.I.C. was £12,872 compared with £14,479 for the same period last year. It was noted that the same period last year included Easter holidays, which 2008 did not.

4. BLUEBELL BOOKS

It was agreed that negotiations would be discontinued for the reasons previously stated when Council agreed this.

5. LOCAL LINKS

Nicola queried a recent article in the Herald re. local links and Cllr Budding explained that this had come from the discussions with C.C.C. about a Council Contact Centre.

6. E.D.C.'s T.I.C. grant was due to begin decreasing by £2,000 per year from this year. It was agreed to ask the F&GP Committee if it wished to recommend to Council that the current service provided by the T.I.C. be maintained from the Precept until such time as the E.D.C. grant dropped to a level where it was felt that further cost savings needed to be found, such as shorter opening hours.

Nicola reminded Councillors that the T.I.C. carried out an important function as a Council Contact Centre alongside their Tourism duties, a service which was valued and well used by residents. She was concerned that if cutbacks were instigated now, there would be no more savings possible should E.D.C.'s grant reduce further in future years. Cllr Mrs Langan explained the new E.D.C. structure and scrutiny processes and her hope that the District Council would reconsider its decision regarding this grant cut.

7. CHARGING FOR ENTRY TO LOCAL GUIDE AND D.M.S. SYSTEM UPDATE

It was agreed to recommend to F&GP that the D.M.S. registration be discontinued, since E.D.C. did not now include that money in their T.I.C. grant. It was not economically viable for A.T.C. to pay this £500 registration fee, when the T.I.C. only recouped approximately £270 per year from D.M.S. commission.

8. CHARGING FOR TOWN MAPS, ETC

It was agreed this would be deferred but that the Town Map sponsors who provided the maps to the T.I.C. free of charge would be consulted prior to any further discussion.

9. FUTURE USE OF EXHIBITION ROOM

It was agreed this would be deferred.

10. ADVERTISING SPACE, NOTICEBOARDS, TV LOOPS, ETC

It was agreed this would be deferred and that in the meantime Cllr Ian Potts would conduct some research into TV Loops.

11. ANY OTHER BUSINESS, MEETING WITH E.D.C.

It was agreed that Nicola would set up the next E.D.C. T.I.C. meeting for 1pm on Thurs 10 July

It was agreed that the W.P. would next meet at 1pm on Thurs 17 July (both meetings in the Chamber)