

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## **A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE WAS HELD IN THE MOOT HALL ON MONDAY SEPTEMBER 1<sup>st</sup> 2008 AT 6.55pm**

Committee Members Present : [in alphabetical order]	Councillors <i>(*Four Members required to be present for the Committee to be Quorate)</i>	Mrs E Langan
		J Pape
		Mrs C Patterson <i>(who Chaired the meeting)</i>
		Mrs J Dempster <i>(*Deputy for HR Potts)</i>
Apologies from Committee Members :	Chairman Vice Chairman	I Potts LH Thwaytes PR Elliott HR Potts S Rooke
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>		

### **F1/09/08 APOLOGIES FOR ABSENCE**

Apologies having been received from the Chairman Cllr I Potts and also the Vice Chairman Cllr Thwaytes, Cllr Mrs Patterson was nominated to Chair the meeting.

Apologies were received by Cllr Mrs Patterson on the Committee's behalf and Mrs Helen Newbury was welcomed to her first F&GP Committee meeting in her new position of **Acting Responsible Financial Officer (RFO)**. Good wishes were sent to the RFO, Mrs Ruth Longrigg, who had finished work for her Maternity Leave on the previous Thursday, with thanks for her first twelve months work with the Council.

### **F2/09/08 MINUTES OF THE LAST MEETING**

Members **AGREED** that the minutes of the last meeting of the Finance & General Purposes Committee, held on August 4<sup>th</sup> 2008, were a true and accurate record. Cllr Mrs Patterson was authorised to sign them as such. Any recommendations contained in these minutes would be considered for adoption by Council on September 10<sup>th</sup> 2008.

### **F3/09/08 DECLARATIONS OF INTEREST**

None this month.

### **F4/09/08 CHAIRMAN'S REPORT AND COUNCILLORS' QUESTIONS**

No report this month, due to the Chairman's absence, but Cllr Mrs Patterson raised issues faced by the Appleby Carnival Committee, such as EDC having decided it was necessary to charge for the use of the field, the lack of bin bags, public liability insurance now being necessary, etc.

**RECOMMEND** to Council that the Acting RFO be asked to check (a) if the next Town Carnival could be covered under the District Council's public liability insurance, as the event was held on EDC land and (b) with the Town Council's insurance company if it would be possible to include the Carnival public liability insurance under the Town Council's insurance policy and what would be the cost which the Council would then need to recoup from the Carnival Committee.

**RECOMMEND** to Council that the Clerk be asked to write to EDC to express disappointment and concern that our local population would not have the facilities to litter pick after the next Town Carnival and to ask them to provide bags so that this could be done.

### **F5/09/08 FINANCIAL OFFICER'S REPORT**

None this month. A full report would be made to Council on September 10.

**ACTION**

**CP**

**RFO**

**Clerk**

**F6/09/08 ACCESS TO WORK SCHEME**

Members further considered a request from a Member of Staff under the **Access to Work Scheme**. **RECOMMEND** to Council that this equipment be part-funded by £257.93 from the Dorothy Chapman fund, but that the Town Council remain custodians of the equipment.

**RFO**

**F7/09/08 COMPUTERISED PUBLIC HALL BOOKINGS DIARY**

Members considered a request by the Clerk for a small sum to be spent to create a more modern computerised Public Hall bookings diary, transfer all known bookings and train the Public Hall Manager to use the new diary, to improve efficiency and security, whilst making the diary more readily available.

Cllr Mrs Langan asked that this item be referred to the **Public Hall Working Party**, since the Public Hall Manager now did not wish to use a computerised Bookings Diary.

**RECOMMEND** to Council that the Clerk's request be considered by the Public Hall Working Party, before being brought back to F&GP for financial consideration should a recommendation be made to proceed.

**EL**

**F8/09/08 GRANT REQUESTS**

Members considered the following grant applications and **the RFO was asked to obtain further information**, including a copy of their Balance Sheet for the last financial year from

**RFO**

**Appleby Chamber of Trade & Community Association** towards this year's Christmas Lights for the town

and  
**Appleby in Westmorland Society** towards setting up costs for a new Appleby Archive in the Public Hall

so that these applications could be further considered at the next F&GP Committee meeting on September 29. The Clerk was asked to include an agenda item.

**Clerk**

**RECOMMEND** to Council that **£200** be granted towards core costs for future development of the **Upper Eden Time Bank** to the Volunteer Centre Eden from the Hannah Kennington Charity fund

**RFO**

**RECOMMEND** to Council that **£200** be granted towards the cost of the pack holiday transport to the **2nd Appleby Brownies** from the Hannah Kennington Charity fund

**RFO**

As only one of the Charity Trustees was at the meeting it would be necessary for **Cllr Mrs Langan and Cllr H Potts to hold a separate meeting** to agree these two donations from the Hannah Kennington Charity fund **during full Council on September 10.**

**EL/HP**

**F9/09/08 EXPENDITURE RECOMMENDED BY WORKING PARTIES**

None this month.

**F10/09/08 CORRESPONDENCE**

Members considered a letter from EDC consulting on its **Budget Efficiency Review : Parks, Open Spaces and Cemeteries** which had been attached to the meeting agenda.

Cllr Mrs Patterson asked Members to bring comments to the Council meeting on September 10 in order that the Clerk could respond within EDC's consultation deadline of September 12. Members also considered an email and letter from EDC's Engineering Manager re. the **proposed withdrawal of Public Toilets** - this was deferred until full Council on Sept 10.

**Clerk**

**Clerk**

**F11/09/08 LATE CORRESPONDENCE AFTER AGENDA PUBLISHED**

None outstanding this month.

**F12/09/08 NEXT MEETING**

Members noted that the next ordinary meeting of the Finance & General Purposes Committee would be held on **Monday September 29<sup>th</sup> at 6.45pm** in the Moot Hall.

**ALL**

There being no further business, **the meeting closed at 7.52pm.**