

PORTLAND TOWN COUNCIL
FINANCE COMMITTEE
MINUTES OF THE MEETING
HELD IN THE COUNCIL OFFICES
ON TUESDAY, 12TH SEPTEMBER 2017

PRESENT: Councillors Susan Cocking (Chairman), Jo Atwell, Charlie Flack and Ray Nowak

IN ATTENDANCE: Ian Looker (Town Clerk)

53 – APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Jim Draper.

54 – DECLARATIONS OF INTEREST

There were none.

55 – MINUTES OF THE MEETING HELD ON 16TH AUGUST 2017

The minutes were formally agreed and signed as a correct record.

56 – MINUTE UPDATE AND MATTERS ARISING

Minute 34, para 3 – Cheyne Weares

Cllr. Flack reported that there was now a Land Rover on the site with a L 'n' O's sign on it. Cllr. Cocking undertook to follow this up.

57 – PUBLIC PARTICIPATION

There were no members of the public present.

58 – 2017/18 FINANCIAL REPORT TO 31ST AUGUST 2017

RECOMMENDED – that £1,000 be vired from Contingencies to the Civic Expenditure budget.

59 – ELECTRICITY CHARGES

Cllr. Flack will review and report back on costs. SSE will carry out a meter check on 2nd October.

60 – COMMUNITY BUS

Cllr. Cocking reported that P & D Contracts operate the new contract for school buses. Her meeting with Cllr. Wheller had been delayed, but they were intending to meet with residents shortly about a new service.

61 – WEST WEARES GRASS-CUTTING CONTRACT

The Clerk said he had held a meeting with the contractor's landscape representative on site. They had agreed the scope of the additional work required and the contractor would provide alternative quotations to cover a range of options.

62 – CLEANING CONTRACT

Members agreed only the ground floor should be cleaned. One hour’s work a week would be required with an annual “deep clean”. The Clerk would draft contract documentation and both Finance and Staffing Committees would be invited to comment on it.

63 – INSURANCE

a) Civic Regalia

Members thought the insurance value on them was too low. The Council should therefore seek a jeweller’s valuation of the regalia and a quotation for cleaning / polishing it.

b) West Weares

The necessary risk assessment of the site would be carried out in the next annual assessment.

64 – RISK ASSESSMENT, 2017/18

It was agreed the assessment would be carried out in February.

65 – ARTIST ROW AND LORD CLYDE TOILETS

RECOMMENDED – that the Borough’s offer be accepted in principle.

It was thought the condition the Lord Clyde block be used as toilets should be lifted and that the members be allowed to view the premises to make a proper assessment of its condition. Cllr. Nowak would draft a reply to the Borough.

66 – DEVOLUTION

Cllr. Nowak would provide a report on the county reorganisation process for the Free Portland News. The Clerk was asked to provide a list of parish council responsibilities to accompany a discussion at the next Town Council meeting.

67 – EMPLOYER PENSIONS DISCRETIONS

RECOMMENDED – that the issue be taken to the Staffing Committee.

68 – DATE OF NEXT MEETING

The next meeting of the Committee will be held at the Council Offices on Wednesday, 4th October 2017, starting at 10.30 am.

The meeting ended at 1.00 pm.

Signed Dated
(Chair)