



**MINUTES OF A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE
on Tuesday, 6th September 2022 at 7 p.m. in the Council Chamber of Colne Town Hall**

In attendance: Cllr D. Clegg (Chairman), Cllr G. Clegg, Cllr D. Cockburn-Price (Vice-Chairman), Cllr E. Cornish, Cllr H. Thomas and Cllr B. Wildman.

Others in attendance: Ms G. Langley (Town Clerk & Responsible Financial Officer).

1. Welcome

The Chairman welcomed all to the September 2022 Finance, Employment and Services (FES) Committee meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr J. Nixon and were duly accepted.

3. Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

No declarations were received.

4. Minutes

To approve as a correct record the Minutes of the meeting held on Tuesday, 2nd August 2022.
(Decision required)

The Minutes of the meeting held on Tuesday, 2nd August 2022 were accepted as a true and accurate record.

***Proposed by Cllr D. Cockburn-Price
Approved by Committee***

Seconded by Cllr H. Thomas

5. Public Forum

To consider questions, statements or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

No public were in attendance.

6. Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting. Such an exclusion would need to be on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972. (Decision required)

It was proposed that Item 12 on the agenda be deemed as private item due to the sensitive nature of the item being discussed. If any members of the public should be present at the time of discussion of this item, they will be asked to leave the meeting.

7. Financial Update

To receive a summary of the latest financial position and detailed cost headings as at 25th January 2022. (Decision required)

- a) Financial Budget Summary.
- b) Income & Expenditure Report.
- c) Balance Sheet.

It was mentioned that the CCTV budget has not yet been utilised. The Town Clerk informed the Committee that Officers are currently having a lot of problems with the CCTV Contractor. There are recurring problems with the system, but the contractors do not seem to be getting to the bottom of them. The last meeting with the Account Manager seemed promising, and it was stated that a full audit of the system would take place. Unfortunately, this has not come to fruition, and we are struggling to get hold of anybody to sort this.

The Town Council's complaint has now been escalated to the Managing Director who is currently on annual leave. Consequently, Officers have not yet managed to secure a meeting.

Action: Town Clerk to arrange a meeting with the contractor and inform Members of the FES Committee so that they can attend if they are free.

Following another short discussion, the presented documents were approved by the Committee.

Proposed by Cllr D. Cockburn-Price
Approved by Committee

Seconded by Cllr H. Thomas

8. Skate Park

To consider a request from Pendle Borough Council for the Town Council to assist in funding the proposed Skate Park project.

A detailed discussion showed that Members were in support of the project. It was agreed that, although the Town Council is not in a position to contribute to the initial capital costs, with more detailed proposals, the Committee would be open to discussion in relation to an annual contribution of up to £10,000 for the ongoing maintenance of the park.

Proposed by Cllr H. Thomas
Approved by Committee

Seconded by Cllr D. Cockburn-Price

9. Town Hall Maintenance

To receive an update on any scheduled works or identified maintenance issues. (Information only)

The Town Clerk informed the Committee that the Town Hall Clock is not currently operational. There is a problem with one of the chains, so in an attempt to prevent any further damage, the clock has been stopped until the engineer comes to look at it, which should be by the end of the week.

The Committee were also informed that there are pending works that need to be done on one of the Town Council's rental properties. As the quote that we have received is substantial in value, it has been agreed to try to obtain two more quotations in order to ensure that we are obtaining value for money.

The Town Clerk added that it is unlikely that the repair costs will be within the allocated budget for rental properties. The Committee will need to decide where to take the funding from, once we know how much the works are likely to cost.

10. Items for a future month's Agenda

Points raised under this item are for information only, any debate should be limited to five minutes only and to consider the items for the agenda for a future month. (Information only)

- CCTV
- Grounds Maintenance Tenders

11. Date & Time of Next Regular Meeting

The next FES Committee meeting is scheduled for Tuesday, 4th October at 7.00 p.m.

Exclusion of the Public

12. Private Item: Complaint Received

Following a discussion, the Committee came to an agreed outcome.

Action: Town Clerk to contact the Council's external HR Consultant.

This meeting was concluded at 8.20 p.m.