

HORWICH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, Public Hall on Monday 9 June 2014 commencing at 7.30pm.

PRESENT: Councillors: C. Root (in the Chair), G. Atkinson, K. Denton, K. Helsby, J. Kellett, L. McCartin, K. McKeon, A. Morley, K. Ramamurthy, L. Rock, S. Rock, J. Silvester, K. Thomson.
Town Clerk: C. Hutchinson
Bolton Ward Councillors: A. Cunliffe, A. Bury

TO APPOINT THE CHAIR OF THE FINANCE AND GENERAL PURPOSES COMMITTEE FOR 2014 – 2015:

FG 6127 Proposed by Councillor McKeon, seconded by Councillor Helsby and resolved unanimously to appoint Councillor Root as Chair of Finance and General Purposes Committee for 2014 – 2015.

CHAIRPERSON TO OUTLINE THE FIRE SAFETY EVACUATION PROCEDURE:

FG 6128 Councillor Root referred to the procedure that was outlined in the information provided.

TO APPOINT THE DEPUTY CHAIR OF FINANCE AND GENERAL PURPOSES COMMITTEE FOR 2014 – 2015:

FG 6129 Proposed by Councillor McKeon, seconded by Councillor Thomson and resolved unanimously to appoint Councillor Denton as Vice Chair of Finance and General Purposes Committee for 2014 – 2015.

TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 6130 Apologies were accepted from Councillor Silvester who was away on mayoral duties. Resolved unanimously resolved to accept the apologies as presented.

TO APPROVE THE MINUTES OF THE MEETING HELD ON 12 MAY 2014:

FG 6131 Resolved by 12 votes to 0 with 1 abstention to approve the minutes of the meeting held on 12 May 2014 noting an amendment that there were 2 members of the public present. It was also noted that costs for the purchase of 2 additional flags with weighting and a carrying holster would be obtained and brought back to Council for consideration at the earliest opportunity.

TO APPROVE THE MINUTES OF THE MEETING OF THE FIRST WORLD WAR ADVISORY COMMITTEE HELD ON 24 APRIL 2014:

FG 6132 Resolved unanimously to approve the minutes and recommendations of the meeting of the First World War Advisory Committee held on 24 April 2014.

PUBLIC PARTICIPATION:

FG 6133 None. It was noted that at Public Participation at the last meeting of the Town Council, certain remarks made resulted in unnecessary controversy and that advice should be given to members of the public regarding when they are allowed to speak, as directed in Council's Standing Orders.

TO REMIND MEMBERS TO MAKE A DECISION CONCERNING ANY MATTERS TO BE DISCUSSED DURING THE MEETING OF WHICH THEY HAVE AN INTEREST:

FG 6134 None.

TO DISCUSS THE RETENTION OF THE TWO SIGNATURE RULE FOLLOWING THE REPEAL OF S.150 (5) OF THE LOCAL GOVERNMENT ACT 1972 – IMPLEMENTATION (ENGLAND):

FG 6135 Members had been provided with information on this matter and after consideration of advice from the internal auditor, the Town Clerk had recommended that in order to maintain a robust system of financial control the Council should keep the two signature rule, in preference to adopting procedures for payments by electronic means, for the foreseeable future, to be reviewed when appropriate.

In response to a query about the use of cheque payments it was noted that the banks had confirmed that this method would continue to be accepted. It was also noted that some progress had been made in the last two years especially with regard to use of direct debit for payment of utility bills along with improvements to payment of salaries, PAYE, N.I. and pension contributions.

Resolved unanimously to retain the two signature rule for authorisation payments by Council as specified in the Financial Regulations of Horwich Town Council, to be reviewed when appropriate.

TO APPROVE THE PROPOSALS FOR A REVIEW OF THE AMALGAMATION OF SUB COMMITTEES AND ADVISORY BODIES:

FG 6136 All Members had received copies of a chart for the proposed amalgamation of the Council's sub committees and advisory bodies. It was felt that a sensible re-organisation was necessary as many of the committees dealt with similar matters by the same Members. It would also be a more efficient use of both Members' and officers' time to reduce the number of committees. It was noted that the length of certain meetings would need to be taken into consideration with additional meetings required. In response to a query it was confirmed that the remit of the Sports and Culture Committee could easily include support of youth issues, although funding was currently administered by the Grants Committee, with final approval at full Council. It

was thought the title Sports and Culture could be seen as somewhat restrictive and could be reconsidered at a later date to enable it to address other issues. This Committee had been set up in response to local organisations' requests for additional sporting facilities in Horwich.

Resolved unanimously to approve the proposals for the amalgamation of sub committees and advisory bodies as presented.

TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING SUB COMMITTEES FOR 2014 - 2015:

- FG 6137
- a. Grants
J. Kellett, C. Root, J. Silvester, R. Silvester plus one Lib Dem Member to be advised.
 - b. Civic Awards
K. Helsby, K. McKeon, R. Silvester plus one Lib Dem Member to be advised.
 - c. Staffing
G. Atkinson, K. Denton, J. Kellett, C. Root, K. Thomson plus one Lib Dem Member to be advised.
 - d. Resource Centre
K. Denton, C. Root, K. Thomson plus one Lib Dem Member to be advised.
 - e. Marketing and Promotion
G. Atkinson, A. Morley, J. Silvester, R. Silvester plus one Lib Dem Member to be advised. In addition it was proposed that Councillor Root to be included on this sub committee in order to continue to oversee the production of the new Newsletter.
 - f. Sports and Culture
G. Atkinson, K. Denton, K. McKeon plus one Lib Dem Member to be advised.
 - g. Finance Review
K. Helsby, K. McKeon, A. Morley, C. Root plus one Lib Dem Member to be advised.
 - h. Appeals Panel
A. Morley, K. McKeon, K. Ramamurthy

Resolved unanimously to appoint Members to serve on Sub Committees as presented with an amendment for the inclusion of Councillor Root on the Marketing and Promotion Sub Committee, also to note that Councillor S. Rock would provide the Town Clerk with details of the appointment of Lib Dem Members for information.

TO APPOINT MEMBERS TO SERVE ON THE HORWICH IN BLOOM ADVISORY COMMITTEE FOR 2014 - 2015:

- FG 6138 Resolved unanimously to appoint Councillor L. McCartin and Councillor

L. Rock to serve on the Horwich in Bloom Advisory Committee for 2014 – 2015.

TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING OUTSIDE BODIES FOR 2014 - 2015:

- FG 6139
- a. Bolton Council Standards Committee
R. Silvester
 - b. Horwich Fairtrade Group
A. Morley
 - c. Horwich Fruit, Flower and Vegetable Society
L. McCartin and L. Rock.
 - d. Horwich Carnival Committee
C. Root
 - e. Rivington and Brinscall Local Advisory Group
G. Atkinson or K. Thomson, to be confirmed.
 - f. Rivington and Blackrod High School Trust
K. Thomson
 - g. L.A.L.C.
C. Root
 - h. Turton and North Bolton Advisory Group
K. Thomson

Members discussed the relevance of a presence on the Rivington and Brinscall Advisory Group and it was thought that issues about crime, pollution and regular updates on the Rivington Heritage Trust project at the Chinese Gardens were of substantial interest to the Council. The Town Clerk was asked to check the start time of these meetings to establish if Councillor Atkinson would be available to intend, with Councillor Thomson willing to represent the Council if this was not possible.

Resolved unanimously to appoint Members to serve on outside bodies, as presented with an amendment to include either Councillor Atkinson or Councillor Thomson to serve on the Rivington and Brinscall Local Advisory Group to be confirmed at later date.

TO DISCUSS PROPOSALS FOR NEW SIGNAGE IN HORWICH:

- FG 6140
- Following correspondence from a member of the public this matter was discussed in some detail. It was noted that the existing boundary signs were fading and needed replacing. There was general agreement that any pictorial design should be a representation of the 1008 along with the town crest. The 1008 was the first locomotive built at Horwich Loco Works, highlighting the importance of the Loco Works to the town. It was agreed that any design should include movement and smoke, painted in black gloss. Members were also very keen to include the fact that Horwich was part of

the historic county of Lancashire on any design. The position of the Fairtrade Town and Crowborough signs would also be reviewed as part of the process. It was also noted that Council had committed itself to provision of a new sign for the Heritage Centre to be sited with the Resource Centre sign at the bottom of Longworth Road and Members were most anxious to fulfil this obligation.

Resolved unanimously to ask the Town Clerk to investigate costs for design and production of a maximum of six pictorial boundary signs as well as costs for one sign for Horwich Heritage Centre as discussed and to bring back to Council for consideration at the earliest opportunity.

ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 6141 Resolved unanimously to approve the accounts for payment as presented and totalling £ 10,149.02.

TOWN CLERK'S REPORT – FOR INFORMATION ONLY:

FG 6142 a. Letter of thanks from Horwich Carnival for financial assistance of £2, 500 towards Horwich Carnival events in 2014.

Resolved unanimously to note the Town Clerk's Report.

REPORTS FROM REPRESENTATIVES:

FG 6143 None.

IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC BE TEMPORARILY EXCLUDED AND IF PRESENT ARE INSTRUCTED TO WITHDRAW: