

## HORWICH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, Public Hall, Lee Lane, Horwich on Monday 3 December 2018 commencing at 7.34pm

PRESENT: Councillors: C. Root (in the Chair), M. Brady, J. Bullock, S. Chadwick, R. Graham, P. Holmes, J. Kellett, K. McKeon, G. Stone.  
Town Clerk, C. Hutchinson  
1 member of the public.

All present stood and observed a minute's silence in memory of Bob Ronson, Freeman of Horwich, former Town Mayor and Member of Horwich Town Council who had passed away.

### CHAIR TO OUTLINE FIRE SAFETY EVACUATION PROCEDURE:

FG 6927 Councillor Root outlined the procedure from the information provided.

### TO SUBMIT APOLOGIES FOR ABSENCE AND ACCEPT THE REASONS:

FG 6928 Apologies were accepted from Councillor Wright who had a mayoral engagement and also from Councillors Carruthers, Jarvis and Rock.

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

FG 6829 None.

### PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC PRESENT MAY PUT QUESTIONS OR MAKE OBSERVATIONS REGARDING MATTERS IN RELATION TO WHICH THE TOWN COUNCIL HAS POWERS OR DUTIES OR WHICH AFFECT THE PARISH. MAXIMUM PERIOD 15 MINUTES.

FG 6930 None.

### TO APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 12 NOVEMBER 2018:

FG 6931 Resolved to approve the minutes of the meeting of the Finance and General Purposes Committee held on 12 November 2018 with an amendment to minute reference FG 6876 to read the correct date of the meeting of the Staffing Sub Committee as 12 October 2018.

### TO APPROVE THE MINUTES AND RECOMMENDATIONS OF THE MEETING OF THE FINANCE REVIEW SUB COMMITTEE HELD ON 14 NOVEMBER 2018:

FG 6932 Resolved to approve the minutes and recommendations of the meeting of the Finance review Sub Committee held on 14 November 2018.

### TO APPROVE THE COUNCIL'S DRAFT BUDGET FOR 2019 - 2020:

FG 6933 All Members had received a copy of the draft budget and accompanying notes. In response to a query regarding the precept figure, it was confirmed

that the precept figure did not automatically increase on an annual basis, unless Council resolved to do this. While the precept remains at the same level, the actual cost to each household reduces in real terms, due to the increase in number of houses built. The option of increasing the precept was always available to Council, and it should be clearly identified how any extra monies would be spent, such as provision for the Green Lane playing fields project which had been included in the draft budget for 2019 – 2020. The Town Clerk suggested that the new Council, may wish to consider the implementation of a three year action plan once it had identified its priorities.

It was explained that the budget is prepared based on figures from the audited accounts for the first half of the current financial year which are then used to estimate outturn figures for the end of the year. These then form the basis for estimated expenditure for the following financial year. It was also noted that this was a draft budget for consideration before final approval at Town Council in January. In response to a query regarding requirements and identification of adequate reserves in the budget, it was confirmed that the budget has historically been presented in the current format and conforms to the necessary requirements for town and parish councils and has raised no concerns with either the internal or external auditor.

Resolved to approve the Council's draft budget for 2019 – 2020 and that should any Councillor require any additional information, they should contact Councillor Root who would check the cost of and arrange a meeting with the internal auditor.

TO RECEIVE THE NOTES OF THE MEETING OF THE HORWICH MUSIC FESTIVAL SUB COMMITTEE HELD ON 2 NOVEMBER AND TO RECEIVE AN UPDATE ON THE MEETING HELD ON 16 NOVEMBER 2018:

FG 6934 Councillor McKeon and Councillor Stone gave an update on progress to date. There had been a lot of interest and a great deal of enthusiasm to continue and build on what had already been successfully established over the past three years by the original Music Festival Committee. One sub group had been set up to look at the town centre and wider and a second group to look at the schools and community aspect of the Festival, which was planned to take place in July 2019 at multiple local venues.

In response to a query it was confirmed that the newly formed group had agreed to take over the former Music Festival Committee bank account. In view of this and the fact that it had elected officers who were not members of the Council. It was accepted that the group would no longer continue as a sub committee of the Council. Councillor McKeon and Councillor Stone agreed to remain as the Council's representatives and the new group would be eligible to

apply for grant funding in the same way as the Festival of Racing and Horwich Carnival. It was confirmed that £2,400 had been paid back to Council by the previous Music Festival Committee and this would be ring fenced for future music events.

The notes from the meeting of the Horwich Music Festival Sub Committee held on 2 November and the update on the meeting held on 16 November 2018 were noted. Apologies in advance were accepted from Councillor McKeon for the meeting of the Town Council on 13 December as he would be attending the next meeting of the Music Festival Committee as the Council's representative.

#### ACCOUNTS FOR PAYMENT – SCHEDULE ATTACHED:

FG 6935 Resolved to approve the accounts for payment presented and amounting to £1,163.40.

#### TOWN CLERKS REPORT – FOR INFORMATION ONLY:

- FG 6936
- a. Stocks Residents Association: grant monitoring form for grant awarded in March 2018.
  - b. Horwich Prize Medal Morris Men: grant monitoring form for grant award of £400.

The Town Clerk's Report was noted.

#### REPORTS FROM REPRESENTATIVES:

FG 6937 Deputy Town Mayor

The Deputy Town Mayor reported that he had attended the Lighting of the Civic Tree at Westhoughton and that it had been extremely enjoyable. Due to the change of date to accommodate the Rotary Sleigh, Horwich's event had taken place on the same date as Westhoughton's. It was agreed that the Horwich lighting had been successful in spite of the wet weather and it was acknowledged that the children's Lantern Parade had increased attendance at this event. Although there had been some concerns about the organisation of the parade it was hoped that these could be addressed in time for next year's event, as it was hoped this would become an annual event.

The Town Clerk would contact St Catherine's Parent's Association, on behalf of the Council to thank them for the involvement of the Lantern Parade in the Civic Lighting Service and also to suggest an alternative route for any future Parade, starting from the Community Centre and walking along Lee Lane to the Crown roundabout. Also consideration should given firstly to the safety of a large number of people in a fairly limited space at the Crown roundabout and secondly the implementation of adequate traffic management measures for the parade itself.

TO APPROVE THE DATE OF THE NEXT MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE AS 14 JANUARY 2019:

FG 6938      Resolved to approve the date of the next meeting as 14 January 2019.

The meeting closed at 8.22 pm.

Chair.....

Date.....