

WHITNASH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Thursday, 19th September 2019 at 7.00 p.m.
in the Whitnash Town Council office, Franklin Road, Whitnash.

PRESENT: Councillors: T Heath – Chairman
A Barton
Mrs L Burkinshaw
B Franklin
S McFadden

Town Clerk: Jenny Mason

15/19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Cancilla, Margrave and Sparkes.
Apologies were accepted.

16/19 DECLARATIONS OF INTEREST

Declarations of interest will be made as and when they arise.

17/19 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13th June 2019 as circulated were approved
and signed as a true record.

18/19 MATTERS ARISING OUT OF THOSE MINUTES

08/19 Internal Auditor's Report – The external auditor's report was received on Monday, 16th September 2019 for the year ended 31 March 2019. The external auditor report and certificate did not detail any matters arising from the review. Kerry, Jenny and Catherine were thanked for the work undertaken. As per the internal auditor's report Whitnash Town Council still need the written agreement from Warwick District Council that any shortfall in Section 106 funding will be covered by Warwick District Council before the tender contract is confirmed. Still awaiting an agreement from Warwick District Council for the additional £500,000.00 that was agreed by their Executive. Cllr Heath said we should have the documentation the week beginning 23rd September 2019.

19/19 INCOME AND EXPENDITURE REPORT

The income and expenditure report as at 10th September 2019 was forwarded to Members.

20/19 COMMUNITY HUB GRANT INCOME AND EXPENDITURE REPORT

The Community Hub grant income and expenditure report as at 10th September 2019 was forwarded to Members.

21/19 CYBER AND DATA BREACH COVER COSTS

The cover is for both Cyber and Crime risks and is available to Council if we are able to agree to the statements in the brochure. Assuming that is the case and on the basis that our annual income is less than £1M, the Council has the choice of three levels of cover:

- Lite 1 - £50,000 Crime limit (£5000 excess), £100,000 Cyber limit (£2500 excess) – premium £280.00 inclusive of Insurance Premium Tax
- Lite 2 - £100,000 Crime limit (£5000 excess), £200,000 Cyber limit (£2500 excess) – premium £476.00 inclusive of Insurance Premium Tax
- Lite 3 - £150,000 Crime limit (£5000 excess), £300,000 Cyber limit (£2500 excess) – premium £599.20 inclusive of Insurance Premium Tax

In addition, a WPS administration of £25 would be chargeable.

Members proposed that this cover is not essential and would not be taken out.

22/19 VE / VJ 2020

The 75th anniversary of VE Day will be commemorated the weekend of 8th – 10th May 2020. Cllr Barton discussed this and suggested that Whitnash joins in with Leamington Spa to celebrate the anniversary. The celebrations will be a party in the park staging a concert at the Pump Room Gardens in conjunction with Leamington Town Council to include bands, a firework display and Spitfire fly pass. Kenilworth and Warwick are hosting their own events so if Whitnash join in with Leamington residents will be able to commemorate the event as well. Cllr Barton has submitted a grant application for this event that will be held on weekend of 8th – 10th May 2020.

23/19 CONSIDER GRANT APPLICATIONS

Grant applications received by the Finance and General Purposes Committee were considered in accordance with LGA 172 section 137.

Warwick District Remembers are requesting £500 for staging a concert at Pump Room Gardens to commemorate VE / VJ Day and to remember the sacrifice of soldiers over the past 100 years. (Proposed £500.00)

(Cllr Barton declared an interest in the VE/VJ Day application).

Whitnash Fun Day are requesting £1000 for hall and field hire, insurance and Health and Safety Stewards. (Proposed £857.50)

(Cllrs Barton and McFadden declared an interest in the Fun Day application)

Whitnash Youth Club are requesting £405 to continue to provide youth services in Whitnash. (Proposed £405.00)

(Cllr Heath declared an interest in the Youth Club application)

Whitnash Twinning Association are requesting £680 to entertain and take twinning members from Villebon Sur Yvette to places of interest in the surrounding areas. Proposed £537.50)

(Cllr Barton declared an interest in the Whitnash Twinning Association application).

Whitnash Sports and Social Club submitted a grant application, but as they are a business, they are not eligible.

24/19 PRECEPT 2020 - 2021

Members proposed a 1% increase in the precept for 2020 – 2021.

It was proposed that the new Civic Centre and Library precept is done separately from the Finance and General Purposes Committee and Hall and Playing Fields Committees.

Items that need including in the Civic Centre and Library precept include; WIFI installation; purchase, installation and maintenance of Hearing Loop; relocation costs from Library to Civic Centre to include furniture removal. Transfer for costs for IT equipment, telephone and post; fitting of café kitchen; blinds for office and staff costs.

Members were asked to email Cllr Heath and Jenny with any other items that need to be included.

25/19 WEBSITE

Cllr Franklin tried to download some photos onto the gallery section of the website and could not. Apparently, the loader plugin for photos expired 2 years ago. Pixel Studios said it is risky as possible hackers might exploit it or we could get unsuitable images on the website. Suggest that text is written on

website saying images can be emailed to a specific email account for review and then uploaded once approved? Cllr Mrs Burkinshaw will look into this and try and find a solution.

The email issues some Members are experiencing was discussed and Okapi has suggested installing Office 365. They have quoted £6.10 + VAT per month per licence. We currently have 21 mailboxes. The estimate for migration is £400.

This was too costly with all the expense of the new Civic Centre and Library. Members proposed another solution is sought.

26/19 CORRESPONDENCE

1. Letter from Whitnash Twinning Association on how the grant of £680 in 2018 was spent.

27/19 DATE OF NEXT MEETING

The next meeting will be held on 21st November 2019 at 7.00 p.m.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed.

SIGNEDDATE