

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
7TH SEPTEMBER 2015**

PRESENT:

The Mayor, Cllr E Every
Cllr I Lindsay

Cllr A Arnold

Cllr C Phillips

1. APOLOGIES

Apologies were received from Cllr J Pearson and Cllr R Hobbs.

2. REQUEST INTENTION OF THOSE IN ATTENDANCE WHO WISH TO SPEAK ON AN AGENDA ITEM *as per standing order 83 b*

No intentions to speak were declared.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 6TH JULY 2015) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 6th July 2015, were agreed and signed as a true record. Pages PFG 21 and 22 refer.

There were no matters arising.

4. BUDGET UPDATE

Members noted the budget update, dated the 1st September 2015. There were no significant variances within the budget. The Mayor reported a seminar would be arranged before the next meeting of Personnel, Finance and Governance to discuss the finances of the Council and the appropriateness of budget headings.

5. TO CONSIDER LETTER FROM BARCLAYS

The Clerk informed members the Council's bank, Barclays, had written informing the Council from the 13th October they would be charging for all transactions in and out of the account. It was agreed the Clerk would look at the regulations regarding on-line banking and the options for this in the future.

6. PLANNING COMMITTEES

The Mayor had received a request to discuss the structure of the Planning Committees and whether they needed to be changed, due to the increase in the number of times the Committees were not quorate. After much discussion it was agreed that Cllrs Rouse and Austen would be removed from the membership of Planning B, as they were unable to attend as they sit on ECDC's Planning Committee. This would leave 7 members on Planning A and 6 members on Planning B. Instead of each Committee meeting for two meetings on the run, it would be changed so that each Committee would meet every other time, therefore once every 4 weeks. If members are unable to attend they will need to give their apologies well in advance of the meeting. This will be monitored and reviewed in 6 months time. These recommendations will be made to Full Council for approval. The Clerk stated that all members need to ensure they gave apologies for all Committees, as being quorate was not just an issue for Planning.

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COMMITTEE CHAIRMAN

30th November 2015

7. GRANT APPLICATIONS

The Mayor declared an interest in grant applications 6, 16 and 24, as she was a trustee of these organisations. Cllrs Phillips and Lindsay declared an interest in grant application 1, as they are also trustees of this organisation. Therefore when the recommendations for these 4 applications were considered, the Committee was not quorate, but awards were still recommended. Members considered the grant applications for 2015/2016. Recommendations of proposed grants for approval at the next Full Council are attached to these minutes.

8. POSSIBLE SECTION 106 APPLICATIONS:-

There were no possible Section 106 applications suggested. However, the Clerk informed members the approved Section 106 application for improvement works to the Riverside to the value of £14770, would now be over budget. There had been some issues with regard to the work that was needed and a structural engineer had been engaged to look at these and draw up a specification of works. This had cost an extra £950 and they had anticipated the work would cost approximately £3000-£4000 extra. This means the City of Ely Council will have to submit a further Section 106 application to cover these additional costs.

9. SHARED EQUITY HOUSING ISSUES

Members considered the request from one of the residents for the increase in the height of their fences. It was agreed to allow a 1.975 m fence on the outside boundary of the garden, 1.8 m in between their garden and the neighbouring garden and a fence of the existing height at the end of the garden. This would of course all be subject to the resident obtaining the necessary planning permission.

10. COMMUNICATIONS/PR

The Mayor reported the website was progressing and should be completed shortly.

11. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

The Mayor proposed adoption of the Personal Emergency Evacuation Procedure, which was seconded by Cllr Lindsay and unanimously approved. This will be recommended to the next Full Council for formal adoption.

12. PERSONNEL ISSUES

Members considered a request by an employee for a decision on a matter regarding the Council’s adopted Discretions Policy regarding the LGSS Pension Scheme. They had requested the Council waiver the policy of not extending the normal time limit for acceptance of a transfer value beyond the 12 months from joining the LGSS. Members refused this request.

13. ANY OTHER BUSINESS

There was no other business.

14. DATE OF NEXT MEETING

The next meeting will be held on the 30th November at 7.00 pm.

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COMMITTEE CHAIRMAN
30th November 2015