

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
13TH OCTOBER 2014**

PRESENT:

The Mayor, Cllr E Every
Cllr I Lindsay
Cllr B Ashton
Cllr E Griffin-Singh

Cllr J Yates
Cllr N Clarke
Cllr A Arnold
Emma Grima, ECDC for item 4

Cllr R Hobbs
Cllr S Pittock
Cllr A Whelan

1. APOLOGIES

Apologies were received from Cllr Phillips.

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

There were no intentions to speak declared.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 22ND SEPTEMBER 2014) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 22nd September 2014, were agreed and signed as a true record. Pages PFG 5 refers.

There were no matters arising.

4. TO CONSIDER POSSIBLE ADDITIONAL SECTION 106 FUNDING

Emma Grima, Corporate Unit Manager for ECDC attended the meeting to inform members about the possibility of obtaining additional funding from ECDC. £15,000 had been earmarked from ECDC's Section 106, Community Infrastructure funds for the City of Ely Council to fund additional improvements to the Magistrates Court. This would then enable the City of Ely Council to provide funding for new signage in the City Centre and the Council's new website. Members were agreeable to this arrangement and will recommend to the next Full Council that this be approved.

5. TO CONSIDER THE POSSIBILITY OF DEVELOPING A NEIGHBOURHOOD PLAN

As CIL payments increase by 10% if a parish council has a Neighbourhood Development Plan, members discussed whether it would be feasible to produce a Neighbourhood Plan for the City of Ely, so this extra payment could be received. Cllr Yates informed members that Cambridgeshire ACRE assists parishes in producing Neighbourhood Development Plans. He had discussed with them whether this would be possible for Ely and they had felt this may be quite difficult, due to the size of the parish. It was therefore, agreed this needed to be explored further and a Working Party would be formed to look at the criteria and the work needed to undertake this. Cllrs Yates, Every, Arnold and Lindsay agreed to be on the Working Party. Councillors not present will be emailed to see if they would also like to be on this Working Party. The Clerk will also check to ensure the Ely Masterplan is not eligible to be the equivalent of a Neighbourhood Plan.

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6. REPORT FROM THE COMMUNICATION AND PR WORKING PARTY

- i. Council Website** – Members noted the report tabled by Cllr Pittock regarding the proposed new City of Ely Council website. Cllr Hobbs proposed the Council accept Cllr Pittock’s recommendation that the City of Ely Council seeks tenders for the creation of a new website, so that a developer may then be engaged to undertake and complete this project before the end of the year. This was seconded by Cllr Griffin-Singh and unanimously agreed.
- ii. Ely Neighbourhood Panel** – Members noted the report tabled by the Mayor regarding the creation of an Ely Neighbourhood Panel. The Mayor proposed that the City of Ely Council creates its own, new Neighbourhood Panel. There would be a minimum of two meetings a year, with the first meeting being in the Spring of 2015. This was seconded by Cllr Yates and unanimously approved.

7. TO CONSIDER ADOPTION OF LONE WORKER POLICY

The Mayor proposed the adoption of the proposed Lone Worker Policy. This was seconded by Cllr Yates and unanimously approved.

8. TO CONSIDER REQUEST BY OWNER OF SHARED EQUITY PROPERTY REGARDING REMOVAL OF TREES

Members unanimously agreed to the request to remove two trees from the front of one of the shared equity properties, due to them being infected and overgrown. This will be subject to the planting of two smaller replacement trees.

9. TO NOTE THE ZURICH INSPECTION OF THE STAIR LIFT IN COUNCIL OFFICES

Members noted the inspection by Zurich of the stair lift in the Council offices, which had no defects.

10. BUDGET UPDATE AND CONSIDERATION OF BUDGET FOR 2015/2016

Members noted the budget update, dated the 7th October 2014. There were no significant variances. Members considered the first draft of the proposed budget for 2015/2016. It was agreed the Clerk would try and reduce the increase of the precept to only a 2% increase in the Band D council tax sum.

11. TO CONSIDER REAPPOINTMENT OF THE INTERNAL AUDITOR FOR 2015/2016

Members unanimously agreed to the reappointment of Mijan Ltd as the Internal Auditor for 2015/2016.

12. TO CONSIDER LETTER FROM CHEFFINS

Members unanimously agreed to continue negotiations with Cheffins on this matter.

13. ANY OTHER BUSINESS

The Clerk informed members of the current situation with regard to the cleaners who had been previously employed at the Maltings. It was agreed the Clerk would look at whether it would be possible to continue using these cleaners, if not an agency will be contacted to provide this service.

13. DATE OF NEXT MEETING

The next meeting will be arranged shortly to discuss the second draft of the proposed budget for 2015/2016.

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