

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
14TH JULY 2014**

PRESENT:

The Mayor, Cllr E Every
Cllr I Lindsay
1 parishioner

Cllr C Phillips
Cllr N Clarke

Cllr J Yates
Cllr S Pittock

1. APOLOGIES

Apologies were received from Cllrs Hobbs, Ashton and Griffin-Singh.

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.

The Mayor informed those present that three items would be discussed in Committee at the end of the meeting, due to the confidential nature of the information.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 19TH MAY 2014) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 19th May 2014, were agreed and signed as a true record. Pages PFG 1 and 2 refer.

Matters arising:- Page PFG 1, Item 5 – Cllr Yates informed members the consultation regarding the improvements to the Riverside, to be funded from Section 106 funds, was undertaken on the 26th June at Ely Library. 35 members of the public had attended and all had been supportive of the proposals. Future maintenance of these items was still to be confirmed by ECDC.

Page PFG 2, Item 8 – Cllr Phillips tabled a report of the information received from his meeting with the Chair of the Rural Cambs CAB. This gave the number of clients from Ely and the problems facing them. It also gave a breakdown of the funding they received. It was suggested that the City of Ely Council sign up for membership to this organisation and appoint a person who could liaise between the Council and the Bureau. Cllr Phillips proposed the Council continues with their annual grant and join as a member, with himself as the representative. Cllr Yates seconded this proposal, which was unanimously agreed.

4. TO APPROVE AND ADOPT TERMS OF REFERENCE FOR COMMITTEE

Cllr Phillips proposed the Terms of Reference with the addition of No 19. To deal with all legal issues, be adopted. This was seconded by Cllr Yates and unanimously approved.

5. BUDGET UPDATE

Members noted the budget update, dated the 8th July 2014. There were no significant variances.

6. POSSIBLE SECTION 106 APPLICATIONS:-

Upgrade of Paradise play area – The Mayor confirmed this had been discussed at the recent Section 106 meeting. It had been agreed that due to the whole Paradise area being reviewed shortly by ECDC, as the swimming pool only had a maintenance life until 2017, this Council would not be proceeding with any upgrade of this play area.

.....
COMMITTEE CHAIRMAN
13th October 2014

7. SECTION 106 FUNDS BREADOWN

Members noted the Section 106 funds breakdown.

8. TO NOTE THE INTERNAL AUDITOR'S FINAL REPORT FOR THE FINANCIAL YEAR 2013/2014

Members noted the Internal Auditor's final report for the financial year 2013/14. They thanked the Clerk for ensuring all the correct procedures had been undertaken, as there were no issues raised.

9. SHARED EQUITY SCHEME ISSUES

There were no shared equity scheme issues to report.

10. COMMUNICATIONS/PR

The Mayor thanked the councillors for their profiles and photographs, which had been included in the Ely News article about the members of the Council. She felt the Council's website was a priority, as this needed to be upgraded. Cllr Pittock was currently drawing up a specification for this. The Clerk will enquire as to whether the website upgrade can be funded through Section 106. The Mayor had been asked by Ely News to submit regular bulletins/letters regarding the Council's work and news. It was agreed the Communications and PR Working Group would work on a programme and protocol of what could go in. Cllr Phillips agreed to do an article on elections and the Mayor will prepare an article on the responsibilities of all the Councils.

11. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

The parishioner left at 7.50 pm.

12. ANY OTHER BUSINESS

The Mayor proposed that in view of the confidential nature of the business to be transacted the following matter be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised. This was seconded by Cllr Yates and unanimously agreed.

Due to the confidential nature of the items raised under this heading, they were discussed in Committee at the end of the meeting.

13. DATE OF NEXT MEETING

The next meeting will be on the 13th October 2014.

.....
COMMITTEE CHAIRMAN
13th October 2014