

**CITY OF ELY COUNCIL
FINANCE AND PERSONNEL COMMITTEE
MINUTES OF A MEETING HELD AT 7.20 PM ON
27TH JANUARY 2014**

PRESENT:

The Mayor, Cllr E Griffin-Singh
Cllr N Clarke
Cllr C Phillips

Cllr E Every
Cllr J Yates

Cllr A Arnold
Cllr B Ashton

1. APOLOGIES

No apologies were received.

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 MEETING (HELD ON THE 9TH DECEMBER 2013) & MATTERS ARISING

Minutes of the last Finance and Personnel Committee meeting held on the 9th December 2013, were agreed and signed as a true record. Pages FP 249 and 250 refer.

Matters arising:- Page 249, item 4 – The Clerk informed members that she had informed ECDC of the 2.7% increase in the precept for 2014/2015 at £306,420. She had requested that ECDC ensure that this figure be increased in line with the number of band D equivalent homes in the City of Ely, at the time of calculation of their budget, to ensure it remains as near to the 2.7% increase as possible. ECDC had informed her that the tax base figure had been fixed and this would not be changing. She had confirmed that due to this the precept would be £306,420.

4. BUDGET UPDATE AND APPROVAL OF INDIVIDUAL HEADINGS FOR 2014/2015 PRECEPT

Members noted the budget update, dated the 20th January 2014. There were significant variances. Cllr Clarke proposed not to change any of the individual headings for the 2014/2015 precept, as set at the last Finance and Personnel Committee meeting. Some headings may be adjusted if felt necessary, later in the year. This was seconded by Cllr Arnold. The Committee members unanimously approved this recommendation.

5. ELY IN BLOOM

Notes regarding a meeting of the Ely in Bloom Sub-Group, held on the 14th January were tabled. The Sub-Group had met to consider the quotations received for the planting, maintenance and watering of the hanging baskets and planters, for both the summer and winter planting for 2014-2016. Six nurseries had been invited to tender for the three year contract. However, only one quote had been received. This was from Simply Gardening of Ely at a total cost of £6301.50. Cllr Clarke proposed that this be recommended to Full Council for approval. This was seconded by Cllr Arnold and unanimously approved.

Following the resignation of two members of the Council, who were the Chairman and Vice-Chairman of Ely in Bloom, members agreed that this Committee should be reviewed. It was agreed a Working Party would be formed to review all the Committees. It was also agreed to hold a seminar to discuss this matter.

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COMMITTEE CHAIRMAN
24th March 2014

6. SHARED EQUITY SCHEME ISSUES

Members discussed the update on the issues regarding mortgages for the Council’s Shared Equity Scheme. The Clerk informed members the Council’s solicitor was prepared to help resolve this matter and a meeting would be arranged with the Nationwide as soon as possible.

Members unanimously agreed the annual increase to the rent and administration charges would be by the RPI at the end of January 2014, as set out in the shared equity scheme leases.

7. TO AGREE STANDARD TERMS AND CONDITIONS OF CONTRACT FOR COUNCIL

Members unanimously agreed to adopt the standard Terms and Conditions of Contract for the Council. These may be tweaked for an individual contract, if felt necessary.

8. TO APPOINT WORKING GROUP TO UNDERTAKE ANNUAL REVIEW OF COUNCIL’S ADOPTED POLICIES AND PROCEDURES

Members agreed to appoint the Mayor, Deputy Mayor and Clerk to undertake the annual review of the Council’s adopted policies and procedures.

9. COMMUNICATIONS/PR

Cllr Every tabled a report regarding the Communications Working Group, which will form part of these minutes. Members unanimously agreed to increase the membership of this group by two, with Cllrs Phillips and Pearson, joining the group.

10. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

11. ANY OTHER BUSINESS

There was no any other business.

12. DATE OF NEXT MEETING

The next meeting will be on the 24th March 2014.

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COMMITTEE CHAIRMAN
24th March 2014