



SKEGNESS TOWN COUNCIL

**Special Meeting of the Council on
Wednesday, 30th November 2016
at the Town Hall, Skegness, Lincolnshire**

NOTICE IS HEREBY GIVEN of the above meeting. The business to be dealt with at the meeting is listed in the Agenda set out below.

Please note that due to this meeting relating to confidential commercial activity and a competitive bid process, the substantive items of this meeting are likely to be closed to the press and public.

AGENDA

1. MINUTES OF LAST MEETING – attached.

To receive, consider and adopt (or otherwise) the Minutes of the Meeting of the Council held on Wednesday, 2nd November 2016.

2. APOLOGIES

3. DECLARATIONS OF INTEREST

4. PROPOSAL TO GO INTO PRIVATE SESSION FOR THE NEXT ITEM – Under the Public Bodies (Admission to Meetings) Act 1960 (due to the confidential nature of business relating to commercial confidentiality)

4. TOWER PAVILION – Confidential papers to follow.

- presentation and update.

3. TOWER PAVILION PROJECT DECISIONS

- To approve the project finances
- To confirm the impact on the Councils' agreed budget 2017-21
- To approve the submission of the CCF stage 2 application and associated information
- To authorise the Town Clerk and Deputy Town Clerk to sign the application as primary and legal contact
- To authorise the Town Clerk to make any last minute non-substantive changes
- To note that the final capital bid amount and the spend profile will be confirmed in a later capital submission, to be considered by Council on the 11th January 2017

S Larner

Steve Larner – Town Clerk
23rd November 2016

SKEGNESS TOWN COUNCIL

Minutes of the Council Meeting

Held at 7.30pm on Wednesday, 2nd November 2016

PRESENT: Councillor D R Edginton (Town Mayor) in the Chair.

Councillors M C Anderson, D Brookes (Deputy Town Mayor),
T Burnham, J Byford, D Cargill, J Carpenter, M Dannatt, Miss E
Freeman, M Gabbitas, Mrs M Gray, D Kirk, S Kirk and C Macey.

Officers: Town Clerk, Deputy Town Clerk.

Seven members of the public and one press member were present.

C 122. MINUTES OF LAST MEETING (Agenda Item 1)

It was proposed, seconded and

RESOLVED: *That the minutes of the Council meeting held on
Wednesday 5th October 2016, be confirmed as a correct record of the
meeting.*

C 123. APOLOGIES (Agenda Item 2)

Apologies for absence were received from Councillors D Blackburn, S
Blackburn, J Brookes, N Cooper, G O Ellis and S A Dennis.

C 124. DECLARATIONS OF INTEREST (Agenda Item 3)

There were no declarations of interest.

C 125. PUBLIC PARTICIPATION (Agenda item 4)

No issues raised or questions asked on items in the published agenda.

C 126. THE TOWN MAYOR'S ANNOUNCEMENTS & CORRESPONDENCE (Agenda Item 5)

The Town Mayor informed Council that a list of Mayoral events has been posted on the Council website, Facebook and Twitter. He reminded Councillors that the Mayors Parlour was unavailable for light refreshments after tonight's meeting but that normal service would resume for the next meeting. The Mayor also announced that a discretionary rate relief request had been received from the Church of Nazarene that had been omitted from the Council agenda.

It was proposed, seconded and

RESOLVED: *That:*

- a) *The report be noted.*
- b) *Under section 5.ix of standing orders the Town Clerk is to be given delegated authority to consider the discretionary rate relief request on the Councils behalf.*

C 127. THE SCHEDULE OF PAYMENTS
(Agenda Item 6)

The Town Clerk reported on a schedule of payments made between 20th September 2016 and 27th October 2016 as shown in Appendix A to these minutes.

It was proposed, seconded and

RESOLVED: *That the schedule be approved.*

C 128. QUESTIONS TO AND COMMENTS FROM LINCOLNSHIRE POLICE
(Agenda Item 7)

Inspector Colin Haigh had sent his apologies for the meeting and no other Police representation was sent. Cllr M Anderson raised the issue of Police Funding after receiving the HMIC PEEL report at the last Council meeting.

It was proposed, seconded and

RESOLVED: *That Police Funding should be a future Council agenda item.*

C 129. REPORTS FROM COUNCIL REPRESENTATIVES TO OUTSIDE BODIES
(Agenda Item 8)

- a) Cllr D Cargill presented a report from the last Area Forum he attended.

It was proposed, seconded and

RESOLVED: *That the minutes be noted.*

- b) Cllr D Cargill presented a report on the Official Opening of Gibraltar Point Visitor Centre.

It was proposed, seconded and

RESOLVED: *That the report be noted.*

- c) Cllr D Cargill present a report from the Gibraltar Point Joint Advisory Committee meeting.

It was proposed, seconded and

RESOLVED: *That the report be noted.*

d) Cllr C Macey presented the Visit East Lincolnshire meeting minutes from 5th October 2016.

It was proposed, seconded and

RESOLVED: *That the minutes be noted.*

C 130. REPORTS by DISTRICT AND COUNTY COUNCILLORS
(Agenda Item 9)

No reports received.

C 131. THE PLANNING AND PLANNING POLICY COMMITTEE MEETING
(Agenda Item 10)

The Council considered the minutes of the Planning and Planning Policy Committee meeting held on Tuesday, 11th October 2016.

RESOLVED: *That the minutes of the Planning and Planning Policy Committee meeting held on Tuesday 11th October 2016, be approved and the resolutions and recommendations contained therein adopted.*

C132. DIRECTION & STRATEGY COMMITTEE MEETING MINUTES
(Agenda Item 11)

The Council considered the minutes of the Direction & Strategy Committee meeting held on Wednesday, 28th September 2016, approved by Direction & Strategy Committee on Tuesday 11th October 2016.

It was proposed, seconded and

RESOLVED: *That the minutes of the Direction & Strategy Committee meeting held on Wednesday, 28th September 2016 be noted and the resolutions and recommendations contained therein adopted.*

The Council considered the minutes of the Direction & Strategy Committee meeting held on Tuesday 11th October 2016.

It was proposed, seconded and

RESOLVED: That:

a) *No action can take place for resolution D12 due to the post minute note and that the item of Seafront Parking be referred to the next Direction & Strategy Committee Meeting.*

b) *That the minutes of the Direction & Strategy Committee meeting held on Tuesday 11th October 2016 be approved and the resolutions and recommendations contained therein adopted subject to any budget*

and business plan implications being decided as part of agenda item 19 of this Council meeting.

**C 133. BUSINESS & RESOURCES COMMITTEE MEETING MINUTES
(Agenda Item 12)**

The Council considered the minutes of the Business & Resources Committee meeting held on Wednesday 19th October 2016.

It was proposed, seconded and

RESOLVED: *That the minutes of the Business & Resources Committee meeting held on Wednesday 19th October 2016 be approved and the resolutions and recommendations contained therein adopted subject to any budget and business plan implications being decided as part of agenda item 19 of this Council meeting.*

**C 134. HONOURS WORKING GROUP MEETING MINUTES
(Agenda Item 13)**

The Council considered the minutes of the Honours Working Group meeting held on Friday 30th September 2016.

It was proposed, seconded and

RESOLVED: *That the minutes of the Honours Working Group meeting held on Friday 30th September 2016, be approved and the resolutions and recommendations contained therein adopted.*

**C 135. FINANCIAL REGULATIONS MODIFICATIONS
(Agenda Item 14)**

The Town Clerk went through the proposed amendment to the financial regulations, as highlighted in yellow and answered questions.

It was proposed, seconded and

RESOLVED: *That the modifications to the financial regulations and be approved and that associated references in section 30 of standing orders be made by the Town Clerk.*

**C 136. REMEMBRANCE PARADE
(Agenda Item 15)**

The Deputy Town Clerk gave a verbal update on the arrangements for the Remembrance Parade on Sunday 13th November 2016, to assemble 10:20am at Richmond Drive Coach Park ready to parade at 10:30am prompt.

C 137. CHRISTMAS CLOSURE
(Agenda Item 16)

It was proposed, seconded and

RESOLVED: *That the Town Council office be closed from Friday 23rd December 2016 and will re-open on Tuesday 3rd January 2017.*

C 138. SKEGNESS CRIME PREVENTION PANEL GRANT REQUEST
(Agenda Item 17)

The grant request for Skegness Crime Prevention Panel was considered.

It was proposed, seconded and

RESOLVED: *That the Skegness Crime Prevention Panel grant request for £103.00 be approved.*

C 139. TOWER PAVILION
(Agenda Item 18)

The Town Clerk presented the Tower Pavilion report to agree the project structure and update Council on the project. The Town Clerk went through each section of the report in depth the Planning Consent and conditions applied, the pre and post award project structure explain the principal roles and responsibilities the various specialist skills and advice procured, the risk register, cash flow statement and decisions needed to take the project forward. The Town Clerk also reported on the cost committed to the project so far and answered any questions raised. A further detailed report will come back to Council on 30th November.

It was proposed, seconded and

RESOLVED: *That:-*

- a) The report be noted.*
- b) The pre-award and post award project structures be approved.*
- c) The initial project risks and management be approved.*
- d) The decisions taken by the Town Clerk in respect of committing funds to move the project forward be approved.*
- e) The grant terms and condition are to be circulated and that any questions should be raised as soon as possible and no later than 29th November 2016.*

**C 140. BUDGET, FEES, BUSINESS PLAN & PRECEPT
(Agenda Item 19)**

The Town Clerk presented the Budget, Precept, Fees and Business Plan report to examine the budget, precept and fees for 2017/18 in light of the draft Local Government Finance Settlement and to consider the Council's proposed Business Plan and Committee recommendations. The Town Clerk went through the report in depth explaining issues relating to the national living wage, budget pressures, budget savings and each of the recommendations put forward by Committees.

It was proposed to go into private session to enable the Council to discuss confidential HR matters relating to the report.

It was proposed, seconded and

RESOLVED: *That under the Public Bodies (Admission to Meeting) Act 1960, due to the confidential nature of the HR matters to be discussed, Council go into private session to discuss this item.*

The Deputy Town Clerk withdrew from this item.

RESOLVED: *That:-*

- a) The Business Plan be approved.*
- b) The D&S Committee recommendation to bring forward the Event Organiser post to 2017/18 subject to CCF funding being awarded, be approved.*
- c) The HR Committee recommendations be approved, as set out in the confidential minutes, Appendix B to these minutes.*
- d) The remaining budget proposals as set out in the budget sheet be approved.*
- e) The preliminary budget be approved.*
- f) The fees and charges to be implemented for 2017/18 with cemetery fees to be increased from 1 February 2017 be approved.*
- g) The final overall budget figures will be set at its meeting on 30th November 2016 with the precept figures confirmed to support this figure at the Council's January meeting once the Council Tax Base is known.*

The meeting closed at 9:45pm

Skegness Town Council**Appendix A****Current Account****List of Payments made between 20/09/2016 and 27/10/2016**

<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
20/09/16	ICO	DD61	35.00	ICO Data controller reg
22/09/16	Anglian Water	DD61	21.00	Water Rates 1A
22/09/16	Anglian Water	DD61	36.00	Water Rates 1B
28/09/16	Lloyds Bank	PYMT62	15.52	Service charges
30/09/16	Cllr C Macey	EB109	96.60	Councillor Allowance 2nd 1/4
30/09/16	Cllr D Brookes	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr D Edginton	EB109	260.00	Councillor & Mayor Allowance
30/09/16	Cllr J Carpenter	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr M Anderson	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr N Cooper	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr S Dennis	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr G O Ellis	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr E Freeman	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr C Garton	EB109	53.06	Councillor Allowance 2nd 1/4
30/09/16	Cllr D Blackburn	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr D Cargill	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr D Kirk	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr J Brookes	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr J Byford	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr M Dannatt	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr M Gabbitas	EB109	150.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr T Burnham	EB109	100.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr G Gray	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr S Blackburn	EB109	125.00	Councillor Allowance 2nd 1/4
30/09/16	Cllr S R Kirk	EB109	125.00	Councillor Allowance 2nd 1/4
01/10/16	Lincolnshire County Council	EB110	3,343.98	Month 6 pension contributions
01/10/16	HM Customs & Excise	EB110	2,649.34	Month 6 PAYE contributions
01/10/16	Charles H Hill Ltd	EB110	38.38	Machinery repairs
01/10/16	Konica Minolta	EB110	815.36	Photocopier lease
01/10/16	Pitney Bowes Post	EB110	191.88	Franking Ink
01/10/16	TalkTalk	EB110	41.86	Office Braodband
01/10/16	East Lindsey District Council	EB110	784.00	Contrib office accom costs
11/10/16	Burdetts Garage	5138	117.60	Replace Windscreen
11/10/16	Skegness Coasters Running Club	5139	600.00	Donation re 10K medals
11/10/16	East Lindsey District Council	EB111	416.67	Unit 1A & Unit 1B Rent
11/10/16	East Lindsey District Council	EB111	593.83	Office Rent
11/10/16	Eon	EB111	10.76	Electricity - lamp
11/10/16	Daisy Communications	EB111	17.62	Office telephone
11/10/16	Sid Dennis	EB111	147.92	St Mary's bins
11/10/16	Tudor Environment	EB111	50.64	Screen wash
11/10/16	Travis Perkins	EB111	470.60	Public property materials
11/10/16	Grant Thornton UK LLP	EB111	960.00	2016 Annual Return fee
11/10/16	Lincs Design Consultancy	EB111	1,140.00	Flood risk advise re Tower Pav
12/10/16	FuelGenie	DD	156.93	Petrol for Machinery
18/10/16	O2	DD	24.31	Mobile phone
27/10/16	Staff Salaries	EB112	9,856.63	Month 7 Staff Salaries
27/10/16	Cllr Dick Edginton	EB112	160.00	Mayors Allowance Mth 7

Total Payments 25,180.49