

**BRIGG TOWN COUNCIL
POLICY COMMITTEE
Meeting – Wednesday 9th November 2005
Chaired by – Councillor Mrs. J.A. Bell**

Present: Councillors; Mrs. J. Brock, M.S. Champion, C.J. Cook. Mrs. M. Glossop, J.E.G. Kidd, J. Kitwood, T. Morris, Mrs. P.J. Smith and J. Truepenny.

Also in attendance: – Councillor M. Doherty for Item 6 – relating to Policing and Anti-Social Behaviour

P059 NOTICE CONVENING THE MEETING

Taken as read and approved.

P060 APOLOGIES AND REASONS FOR ABSENCE

Councillor M.N. Birkitt is attending a Governors Meeting at the Vale of Ancholme Technology College.

P061 DECLARATIONS OF INTEREST

Item 11 re; Town Mayor's Allowance

Councillor Mrs. P.J. Smith (Town Mayor) declared a Prejudicial Interest
Councillor Mrs. M. Glossop (Deputy Mayor) declared a Prejudicial Interest.

P062 RECEIVE ANY GENERAL CORRESPONDENCE

a) E.R.N.L.L.C.A. - NEWSLETTER

The newsletter refers to several issues which need to be considered by the Town Council :

Clean Neighbourhoods and Environment Act 2005 – already referred to, and considered by, the Planning & Environment Committee.

Role of the Chairman – it was agreed that the clerk should copy and circulate this guidance to all members.

Code of Conduct – It was agreed that the clerk should copy and circulate the following information and guidance to all members.

Standards Board recommendations following the recent review.
Case Law relating to appointments to Local Charities.

Byelaws relating to Countryside Recreation – already referred to, and considered by, the Planning & Environment Committee.

Training –Quality Status

A series of forthcoming training dates has been provided. The local session is on the 1st December in Scunthorpe. There is no fee. Members were asked to notify the clerk if they are able to attend.

The clerk is unavailable, as she is on leave.

c) Revised Opening Hours at Brigg Library

Following the recent consultation – notification received of the revised opening hours at Brigg Library.

P063 ACCOUNTS FOR PAYMENT

None

P064 UPDATE ON OUTSTANDING ISSUES FROM THE CLERK

Lincolnshire Ambulance Service (Minute P050)

Reply received advising that the concerns raised by the Town Council would be discussed at the next Trust Board Meeting, and a further reply will follow.

Carers Support Centre – Grant (P 055 a)

Notification received that the Carers Support Centre has managed to secure suitable display boards for substantially less cost than originally anticipated i.e; £329.00 instead of over £700.00, and now write to enquire whether the grant of £50.00 is still be available?

Councillor Mrs. P.J. Smith proposed that the grant should be confirmed and the cheque released. Seconded: Councillor C.J. Cook.

All agreed.

Local Policing / Anti-Social Behaviour (Minute P054)

The Chairman reported that:

Councillor Truepenny and herself, together with the clerk, and accompanied by P.C. Steve Wash, had canvassed the opinion of a young people in and around Brigg, and the over riding request was that they need somewhere to meet, socialise, and relax with their friends.

Regrettably the young people do not see the Youth Club as that type of venue?

On the two nights in question there was no sign of any anti-social behaviour or a poor attitude from the young people who were out and about but, regrettably, there has been a repeat of previous incidents along Kings Avenue over the past 10 days.

continued/...

Notes have also been provided by Councillor M. Doherty (for members' reference) relating to work already undertaken in connection with similar issues, by a group he is involved with in Brigg that is currently in the throes of being constituted.

The Chairman suggested that the following options are now available to the Town Council:

To organise a visit to The Ark in Winterton (and any other similar provision for young people), to talk to the organisers and the young people who use them.

To visit the forthcoming band night at the Angel Suite to talk to the young people and find out their thoughts.

To hold an Open Forum / Social Evening at the Angel Suite for all young people to come along and share their ideas/ opinions.

Councillor T. Morris agreed that the facilities for this particular age group (14-17 years) are sadly lacking, and reminded members that years ago young people in Brigg "hung out" at Kays Corner Café, but this was a business enterprise, and there are no such similar establishments for them to use any more.

Councillor M.S. Champion commented that the most obvious major hurdle for a project of this nature is funding.

Councillor Mrs. P.J. Smith responded that she was positive funding could be found, but she felt that finding the right premises would be more of a problem.

Councillor Mrs. J.A. Bell suggested that the Angel Suite could be the starting point.

Councillor Mrs. P.J. Smith responded that this might be alright in the short term, but she felt sure that the young people would want a place they could call their own; she supported Councillor T. Morris' recollections of Kay's Café.

Councillor M.S. Champion suggested that the Youth Service and other appropriate agencies ought to be involved, if only to establish why the young people of Brigg find the idea of using the Youth Club so unattractive.

It was subsequently suggested that perhaps there could be rooms available at the recently re-vamped Resource Centre on the Springbank estate.

Councillor Mrs. J.A. Bell (Chairman) reminded members that the first priority must be to find out what the young people themselves want, and not to impose ideas and solutions upon them.

Continued/...

Councillor J. Truepenny proposed that:

the Town Council should make a concerted effort to plan a social to attract as many young people as possible in order to canvass their opinions and collate their ideas.

In addition, members should take the opportunity to visit the facilities for young people which are already established elsewhere in North Lincolnshire.
Seconded: Councillor J.E.G. Kidd

Votes For: 9 Against – 0 Abstentions – 1

Councillor Truepenny then proposed that a small Working Party should be set up to progress the decisions taken this evening. Any costs incurred in hosting a Social Evening in Brigg to be met from the Crime and Disorder budget.

The Working party to include Councillors; Mrs. J.A. Bell, M. Doherty, J. Truepenny and the clerk. Enquiries should also be made to establish whether P.C. Steve Wash would be willing to assist, and whether a member of the Youth Offending Team would also be available to help.

Seconded: Councillor C.J. Cook.

Votes For: 9 Against – 0 Abstentions – 1

P065 MONTHLY REVIEW OF THE WEB SITE
www.briggmarkettown.co.uk

The clerk advised that she has updated the web site again – and has asked for the amendments to be actioned a.s.a.p

P066 AUDIT RETURNS – YEAR ENDED 21ST MARCH 2004 AND 2005

To complete the Council's Statement of Assurance, and approve the Audit Returns for 2003/04 and 2004/05

Councillor J. Truepenny proposed that the members Statement of Assurance and the Audit Returns for the Fiscal Years 2003/04 and 2004/05 should be approved.

Seconded: Councillor C.J. Cook. All agreed.

P067 CHRISTMAS LIGHTS SWITCH ON.

To consider the cost of the hire of a P.A. System and Staging, for use during the Christmas Lights Switch On, and throughout the evening of the Brigg Christmas Fair.

continued/...

The clerk advised that she has made several enquiries, and the cost of hiring staging is astronomical – mainly because the companies that offer this service are usually providing staging for major outdoor events like pop concerts etc.

However – KCFX, a local firm that the Town Council has used each year to provide the P.A. System for the Children’s Remembrance Service, and at the Christmas Lights Switch On some years ago, is able to provide a covered stage and P.A. System.

It is anticipated that the hire of the stage could be around £500.00 (depending on the size), but this would also include a crowd safety barrier, manpower to erect and dismantle the staging, and stage lighting. The stage would then stay in place and be available for use throughout the evening.

In addition, the initial price for the hire of a P.A. System was £95.00 + V.A.T. for the Switch On only. This would increase to £145.00 + V.A.T. for it to stay throughout the evening, with the added use of a CD player for playing Christmas Music, also as in previous years.

The clerk has checked with Mike Johnson, and the Lions do have plans to provide some entertainment e.g. school choirs etc, so the staging would be needed throughout the evening, as in previous years.

Councillor M.S. Champion proposed that the clerk should be authorised to organise the appropriate staging and P.A. System, to remain available for use throughout the evening (as in previous years), through K.C.F.X.
Seconded: Councillor J. Truepenny. All agreed.

P068 CHRISTMAS LIGHTS COMPETITION – 2005

To confirm the details of the 2005 competition and fix the dates for judging.

The clerk confirmed that Brian’s Christmas Shop has once again agreed to match sponsor this competition with the Town Council, for the same figure as last year. i.e; A Prize Voucher for £50.00 to spend at the Christmas Shop.

After due consideration, Councillor Mrs. J.A. Bell proposed that the first round of judging (by teams of Town Councillors), should be undertaken between Saturday 10th and Thursday 15th December.

Miss Scunthorpe Telegraph, accompanied by the Town Mayor and Consort, should be invited to undertake the Final Judging on either Friday 16th or Saturday 17th December. The winner to be announced at the Full Council Meeting on Monday 18th December.

In the event that Miss Scunthorpe Telegraph is not available, the Chair of the Civic Society should be asked to undertake the final judging.

Seconded: Councillor C.J. Cook. All agreed.

P069 HOLOCAUST MEMORIAL CEREMONY AND EXHIBITION

To confirm the date and format of the 2006 Holocaust Memorial Ceremony.

Members were advised that Holocaust Memorial Day is on Friday 27th January, therefore the service in Brigg should be held on Sunday 29th January as the nearest Sunday. The theme is 'One Person Can Make a Difference'.

The Town Mayor's Chaplain is happy to plan the service on the Town Council's behalf, but he would like confirmation of the general format to be followed.

The clerk also asked whether members wanted to purchase a set of mirrors to reflect the candle.

Councillor M.S. Champion proposed that the same format should be used, as in previous years, and that children from the three Primary Schools should again be invited to attend and lay the stones, but there was no need to purchase a set of reflective mirrors, as the new Holocaust memorial now provides the reflection of light.

Seconded: Councillor Mrs. J.A. Bell All agreed.

P070 BRIGG TOWN MAYOR'S ALLOWANCE.

To receive notification that the Town Mayor's Allowance for the current Fiscal Year is already severely stretched, and to undertake an urgent review of the allowance and the method of funding Civic Functions and obligations.

Having already declared a Prejudicial Interest in this item, Councillors; Mrs. P.J. Smith and Mrs. M. Glossop left the room

Members were reminded that the Town Mayor's Allowance is currently £900.00 per annum + mileage, from which the Town Mayor is expected to fund the following civic obligations, as well as any expenses incurred while undertaking all other Civic Duties.

| | | |
|--|---|-----------------------|
| Mayor Making | cost in 2005 | £ 90.00 |
| Civic Service | cost in 2005 | £332.50 |
| | + the Town Mayor provided extra desserts. | |
| Presentation of Civic Awards | cost in 2005 | £ 25.00 |
| Christmas Lights Switch On | not yet known | £ 35.00 (est) |
| *Christmas Cards | cost in 2005 will be | £ 79.95 |
| *this cost was met from the Civic Budget in 2004 | | |
| Total | | <u>£562.45</u> |

This leaves only about 1/3rd of the allowance to cover all other costs incurred throughout the year, including collections at Civic and Church Services; raffle tickets and small donations when attending local events and charitable functions, admission tickets for some functions etc.

Members were also provided with a list of expenses already incurred during the current Mayoral Year, totalling £198.00. Upon examination, no expense incurred on this list was found to be excessive.

Members were reminded that it is important that any member appointed to the office of Town Mayor should not be expected to subsidise the cost of undertaking Mayoral Duties, and it was therefore recommended that the following action should be considered, and a recommendation placed before Full Council, for urgent consideration at the November Meeting.

That, with immediate effect :

- a) the Town Mayor's Allowance should be retained at £900.00 + mileage but used to cover only those expenses incurred by the Town Mayor when performing his or her duties on behalf of the Town;
- b) the Civic Budget should be amended and used to fund the cost of all Civic Functions and obligations hosted in Brigg, including the cost of Christmas Cards.
- c) the Town Mayor' Allowance for the current Fiscal Year should be re-imbursed with the cost of the Civic Functions already held and paid for, and any shortfall in the Civic Budget should be met from contingency funds.
- d) the Town Mayor should submit an account to the Annual Meeting at the end of each Mayoral Year, detailing how the allowance has been utilised.

Having given this matter a great deal of thought and consideration, and bearing in mind that this subject has been visited on more than one occasion in recent years, members agreed that urgent remedial action is necessary in order to ensure that Councillor Mrs. P.J. Smith, and future Town Mayors, do not have to subsidise that office out of their own pocket.

However, members were also keen to ensure that any decision taken at this time should resolve this matter once and for all.

Councillor J. Kitwood proposed that, subject to the following amendments the recommendations detailed as in (a- d above) should be placed before Full Council at the November Meeting.

- i) the Town Mayor's Allowance should be reduced to £600.00 +mileage, to be increased annually in line with inflation, and that any such increase should also reflect, and be governed by, the cost and number of engagements it is anticipated will be required of that office.

ii) In addition to submitting an account to Full Council at the end of each Mayoral Year, the Town Mayor should submit an interim account of the expenditure incurred to date, **to the clerk**, in support of each request for a withdrawal of funds from the Town Mayor's Allowance,

Seconded: Councillor J.E.G. Kidd. All agreed.

P071 TO CONSIDER THE E.MAIL ENQUIRY RECEIVED FROM MR. F. MELTON, EDITOR OF www.brigglife.co.uk REGARDING THE RELATIONSHIP BETWEEN BRIGG TOWN COUNCIL AND THE LOCAL MEDIA. (copy enclosed for members reference)

Members were aware that the clerk had taken advice from E.R.N.L.L.C.A following receipt of this enquiry, and a copy of the reply received was also provided to members, for their guidance.

Councillor J. Kitwood congratulated Mr. Alan Barker from E.R.N.L.C.A for his first class response and guidance, and proposed that this Town Council should advise Mr. Melton that it has nothing to submit in response to this enquiry.

Seconded: Councillor Mrs. P.J. Smith All agreed.

Members agreed that a letter of thanks should be forwarded to Alan Barker at E.R.N.L.L.C.A

The meeting closed at 9.30pm

.....signed
Chairman, Policy Committee Meeting
Wednesday 9th November 2005

.....signed
Chairman, Full Council
Monday 28th November 2005