

TENBY TOWN COUNCIL  
MINUTES OF THE TENBY TOWN COUNCIL  
FINANCE COMMITTEE BUDGET WORKING PARTY MEETING  
HELD 4<sup>th</sup> December 2012

**PRESENT**

Councillor T Hallett                      Mayor  
Councillor Mrs Thomas  
Councillor W Rossiter  
Councillor Mrs Brown  
Councillor Dr P Easy  
Councillor L Blackhall  
Councillor M Evans

**IN ATTENDANCE:**    Mr A. Davies                      Clerk to the Council/Financial Officer  
   Mrs L Hensman                      Assistant Clerk

**APOLOGIES**

Councillor Mrs Rossiter, Councillor Mrs Durham, Councillor A Brown and Councillor Mrs Putwain.

**DISCLOSURE OF PERSONAL INTERESTS**

None noted.

**BUDGET WORKING PARTY**

**Resolved to exclude the public during the consideration of the following business under the “public bodies (Admission to meetings) act of 1960”**

Proposed by Councillor Mrs Brown, seconded by Councillor W Rossiter.

The Clerk outlined the Proposed Financial Budget for consideration, discussion and amendments, explaining for the benefit of new Councillors that Tenby Town Council works on a zero budgeting principle with all surplus funds at the end of the financial year being transferred into TTC Reserve Account. The Mayor and Councillors proceeded through the draft budget discussing in more detail the following headings:

**Salaries**

The Clerk outlined that there has been a pay freeze on public sector pay since 2009, he is not aware of a pay award pending but negotiations are on-going. Last year an allowance was allocated for auto enrolment into the pension scheme; however we are now aware this will not affect TTC until 2016. Once auto enrolment is mandatory employees will still have the option to opt out of the scheme. As the Salaries budget had been increased last year to take a potential increase in TTC contributions to the pension fund into account he felt that only a minimal increase in non-office salaries was needed as a contingency against any pay settlement being agreed.

### **Subscriptions**

The Clerk clarified that the proposed increase in Subscriptions is due to the new Financial Account package annual renewal fees and the Civic Subscription increase is for the European Walled Towns renewal fee.

### **CCTV**

Councillor W Rossiter asked if the CCTV is still manned and effective. Councillors reported that when the CCTV was first discussed for installation it was agreed TTC would contribute an annual fee towards the cost, therefore if payment is stopped we would lose the cameras. The Clerk added that when he last discussed the CCTV issues with the Police Inspector he said the cameras are monitored in Haverfordwest, and are not only used reactively but also retrospectively for evidence gathering purposes.

### **Insurance**

Councillor Evans asked if the Clerk had ever met with Mr Paul Eades PCC to discuss options available for Insurance cover and to ensuring both Councils are not duplicating any cover already in situ. The Clerk reported TTC are in a fixed Insurance contract for one more year and felt it would be of benefit to discuss before renewal is due.

Councillor Blackhall felt it may be worth considering liaising with other Town and Community Councils in the area to see if there is any saving or benefits available by using the same insurance company.

**Recommended that the Clerk arrange a meeting with Mr P Eades PCC and commence discussions in relation to TTC Insurance Policy before the next 3 year contract.**

### **Utilities**

Concern was raised as no increase has been made to the utilities for 2013/14 in light of the recent fuel increases. The Clerk outlined that the budget will be tight, however he has entered into a fixed contract and undertaken e-mail billing to incur all savings available.

### **Maintenance – Dog Waste Bags**

Councillors expressed concern that the cost of dog waste bags continues to be high. Research into alternative replacement bags that fit the dispensers shows we are using the cheapest supplier. However it may prove cheaper to replace the type of dispensers with ones using cheaper refills as and when necessary.

Councillor Evans recommended that discussion are commenced with Mr A Allison PCC Regeneration Department in relation to grant funding available towards renewal of dog waste bag dispensers, seconded by Councillor Blackhall.

**Recommended that the Clerk arrange a meeting with Mr A Allison PCC Regeneration Department to discuss grant funding available for replacement dog waste bag dispensers.**

**Augustus Place**

Following discussion it was recommended by Councillor Mrs Thomas that the De Valence Pavilion Tenby Trust consider adopting Augustus Place under their Charity Status, seconded by Councillor Mrs Brown.

**Recommended that TTC suggest Augustus Place be adopted by the De Valence Pavilion Tenby Trust, under their Charity Status.**

**Tenby Old Cemetery**

Councillor W Rossiter requested clarification on the amount given for Cemetery cleansing as he felt this would have been higher. The Clerk said this was the charge for bin emptying in the Old Cemetery only as the Parochial Church Council was responsible for all other maintenance issues. The War Grave Commission has increased the grant they allocate for the maintenance of the War Graves and this grant is to be forwarded to Tenby Sea Cadets for their care and attention to these graves.

**De Valence**

Councillor Evans requested clarification of the breakdown relating to the grant allocated to De Valence Tenby Trust for 2013/14. Councillors discussed this item in depth and it was agreed that this could be reduced.

The Clerk continued through the anticipated income of the 2013/14 Draft Budget. He reported that the reserve account will be considerably less due to the successful completion this year of several TTC projects including refurbishment of the Dyster Fountain, Jubilee Play and Skate Plaza. Councillors briefly discussed further Tenby Town Council projects, highlighting that these will be discussed in more detail, earmarking funds to enable avenues of grant funding be explored.

If the draft budget was agreed, based on last year’s Council Tax base, there would be an increase in precept requirement of approximately £1973.61, although the B and D equivalent would not be known until the new Council Tax base figures for the town were released by PCC.

Members were asked to recommend to full council that the Draft Budget be agreed and set at £153,468.00.

**Recommended that the TTC Budget for 2013/14 be agreed and set at £153,468.00.**

Mayor \_\_\_\_\_

Town Clerk \_\_\_\_\_

Date \_\_\_\_\_