

1.1, What was the likely delay to be in regards to a decision on the Community Facility (Agenda Item 12.ii refers). Councillor Hill stated he had been advised that a minor delay of a few weeks was anticipated. The Committee recognised the concern raised but wished to re-assure there would be only a nominal postponement and the overall timeframe remains as it was.

1.2. What was being done regarding the “run off” from the fields across Gilbert White Way which culminated in thick mud residue along the footpath from Curlews and along the back of Wooteys School. Councillor Hill confirmed that the responsibility was with EHDC and the contract monitoring officer had inspected the location and would be taking action for it to be cleared and regular monitoring to be put in place.

2. Councillor Allan Chick asked whether Cala Homes had signed the contract for the former Molson Coors site. Councillor Phillips confirmed that they have an option to purchase in place.

199 Community Grants 2019/20

Members received presentations from nine of the ten applicants who had applied to the Town Council for grant funding (which took place prior to the commencement of the Policy & Resource Committee) and had provided councillors with the opportunity to seek further information on the background to the applications received.

Councillors in considering the applications before them agreed that all of the applications fully complied with Alton Town Council’s governance for the use of public monies in awarding grants.

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Alex Hunt it was

RESOLVED to award grants in the following sums:

- 1. Victim Support – £ 0**
- 2. Wey Valley Radio - £675**
- 3. Alton Buckle Local Children’s Partnership - £10,000**
- 4. Alton Community Centre - £4,000**
- 5. Alton Counselling Services - £750**
- 6. Basingstoke & Alton Cardiac Rehab Charity - £0**
- 7. Bushy Leaze - £9,075**
- 8. Challengers - £0**
- 9. Citizens Advice East Hampshire - £9,000**
- 10. Home-Start Hampshire - £1,500**

The Town Clerk confirmed to members that grants awarded in excess of £5000 would go before Full Council on 6th February for ratification.

200 Draft Budget and Precept 2019/20

Members received with their Agenda papers a copy of the options for the proposed budget and precept request for 2019/20 which included a spreadsheet of the mid-year revised budget for 2018/19 together with a supplementary explanations sheet and a copy of the current balance sheet. The mid-year budget contains no overall change in the income versus expenditure but reflects a number of adjustments between cost codes within the approved budget which are required to accurately reflect the likely actuals for each cost code for the remainder of the year and to assist with for future budgeting. (in accordance with Financial Regulation 4.2)

Following the Budget Workshop on the 12th December a single option was presented for approval of an increase of 5% in Band “D” which represented an increase of £4.56 per annum per household (8.8p per week).

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Pam Jones it was

**RESOLVED to
Approve the budget and precept request for 2019/20 to
be ratified by Full Council on 6th February 2019.**

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Peter Hicks it was

**RESOLVED to
Approve the revised budget for 2018/19 to enable the
appropriate virements to be actioned.**

201 Internal Auditors Report Q2 and Q3

Members noted the Internal Auditors Report before them for review and approval.

On the proposal of Councillor Graham Hill, seconded by Councillor Peter Hicks it was

**RESOLVED to
Approve the Internal Auditors Report for Q2 and Q3**

202 Transfer to CCLA Property Fund

Members were asked to approve the investment of £26,099 to the CCLA Property Fund. This amount represents the last annual rent payment made Alton Football Club which is earmarked for the replacement surface on the 3G pitch, together with the interest accrued in 2017/2018 of £3,983 which is currently sitting as an earmarked reserve. Members further noted that the minimum investment to the fund is £25,000.

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Pam Jones, it was

**RESOLVED
To approve the Transfer of £26,099 to the CCLA Property Fund
which represents the last annual rent payment made by Alton
Football Club earmarked for the replacement surface on the 3G
pitch and £3,983 interest accrued in 2017/2018.**

203 Non Financial Risk Assessments for review and approval

Members reviewed the current non-financial risk assessment included within their bundles being a summary document sourced from a number of files which were made available for viewing at the meeting and contain full details relating to the following items:

Health & Safety Policy and Procedures
Health and Safety Logs
Individual Risk Assessments – General and Events
Asbestos Surveys
Electrical Systems Log Book
COSHH data Sheets
Fire Risk Assessments.
Legionella Risk Assessment.

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Peter Hicks, it was

RESOLVED
To approve the non-financial risk assessment for ratification by Full Council

204 Updates

(i) Town Wide Wi-Fi project:

Members received a report confirming the installation by InTechnology, appointed to install the free to access public Wi-Fi for the Town Centre at a cost of £39,995 (including three years maintenance, analytics and line rental.) The Wi-Fi is now live and a press release has been issued. Members noted the Town Clerks report on the financials that had been agreed, noting the requirement for a drawdown of £14,152 from the 2018/19 budgeted Economic Development Project pot.

On the proposal of Councillor Dean Paul Phillips, seconded by Councillor Alex Hunt, it was

RESOLVED to
Approve the drawdown of £14,152 from the Economic Development Reserve for the Town Wide Wi-Fi project.

(ii) Community Facility Update (Brewery Site)

The second round public consultation was due to be sent out to residents during January 2019 following the additional workshop session held with key stakeholders and CALA Homes at the Assembly Rooms in November. However, since that time the dates have been released for the Local Plan public consultation which would have overlapped with the timeframe mapped for the community facility second round survey. It has therefore been decided to run this consultation after the Local Plan consultation has closed to avoid any confusion.

NOTED

205 Assembly Rooms Report

Members noted the Monitoring Report Form and noted that Monitoring meetings continue on a quarterly basis in line with the Collaboration Agreement with Alton Community Association (Schedule 10) together with monthly reporting. Members were pleased to learn of a further

new long term hirer had been secured for the Upper Room on a Licence to Occupy and this agreement commenced at the beginning of January. The Upper Room was redecorated before Christmas ready for the new hirer. The Committee noted that the income for the Assembly Rooms, once the long terms hirers were excluded, was actually decreasing although the long term hirers were ensuring the figures overall remained steady. They Committee will continue to keep this under review and requested the Clerk look at the Saturday hiring figures as the perception was that it was the one off Saturday hirings which were decreasing.

NOTED

206 Business Continuity Plan

Members received a draft Business Continuity Plan for the Council to consider. As detailed in the document this is not a statutory requirement for local councils but demonstrates good practice in ensuring that the Council has contingencies in place in the case of disruption and can mitigate any risks arising as a result.

On the proposal of Councillor Matthew Bayliss, seconded by Councillor Alex Hunt, it was

RESOLVED

To approve the Business Continuity Plan as presented without amendment

The meeting finished at 8.10 p.m