

**ALTON TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
MINUTES OF MEETING HELD ON
WEDNESDAY, 25th JANUARY 2023 AT 7.00 PM
Held in the Town Hall, Market Square**

Present: **Councillor** **Lewis Jones (Deputy Chair in the Chair)**
 Matthew Bayliss
 Ginny Boxall
 Suzie Burns
 Graham Hill

In attendance in person:

Leah Coney - Town Clerk
Pat Harris – Finance & Administration Manager
1 Member of the Public (until 7.15pm)

162 Chairman's Announcements

The Chair welcomed the one member of the public who were present.

163 Apologies for absence

Apologies were received from Councillor Graham Titterington

164 Minutes of the previous meeting.

The Minutes of the meeting held on 19th October 2022 were approved and signed by the Chair.

165 Declarations of Interest

The Chairman reminded members of their obligation to disclose any pecuniary interest in items on the agenda. Councillor Lewis Jones declared an interest in Item 17 Alton Rugby Club – Heads of Terms as he is the Chairman of Alton Rugby Club and did not take part in the discussion on this Agenda item.

166 To consider Requests for Dispensations

Dispensations were granted to all Councillors in respect of Agenda item 10 – Budget & Precept 2023/24

167 Questions to the Council.

None were received.

168 Community Grants for approval

On the proposal of Councillor Matthew Bayliss, seconded by Councillor Ginny Boxall it was:

RESOLVED to

Approve the following Community Grants and the amounts to be awarded:

- 1. All Saints Hard of Hearing £1,000 (one thousand pounds)**
- 2. Dementia Friendly Alton £8,000 (eight thousand pounds)**
- 3. Alton Community Centre £8,000 (eight thousand pounds)**
- 4. Bushy Leaze Family Support £9,000 (nine thousand pounds)**
- 5. Home Start Hampshire (Alton) £4,000 (four thousand pounds)**

The vote was carried unanimously

169 Neighbourhood CIL for approval

Councillors requested that the application from ACAN be deferred to the next Full Council meeting and a workshop session set up with representatives from ACAN and the Council, to discuss the CIL bid, funding for the Energy Advice Café and a wider discussion on climate change aims and objectives.

Councillors also noted that in respect of the submission from ATC for Neighbourhood Plan funding, the Town Clerk had obtained details of other Council's using funds in this way as the project in itself did not fit the scoring criteria.

On the proposal of Councillor Matthew Bayliss, seconded by Councillor Graham Hill it was

**RESOLVED to
Approve the following Neighbourhood CIL Grants**

**Alton Community Centre in the sum of £3,000 (three thousand pounds)
Alton Town Council in the sum of £25,000 (twenty-five thousand pounds)
Dementia Friendly Alton in the sum of £10,000 (ten thousand pounds)**

170 Appointment of Internal Auditor (to be ratified by Full Council in April)

On the proposal of Councillor Graham Hill seconded by Councillor Lewis Jones it was

RESOLVED to approve to appoint Mulberry & Co. as the new Internal Auditor following the conclusion of the 2022/23 financial year.

The vote was carried unanimously

The approval will need to be ratified by Full Council at the first meeting of the new financial year in April

171 Budget and Precept 2023/24

On the proposal of Councillor Suzie Burns, seconded by Councillor Graham Hill it was

RESOLVED to

- 1. Approve the budget and precept request for 2023/24 in the sum of £826,978.69 (eight hundred and twenty six thousand, nine hundred and seventy-eight pounds and sixty-nine pence) representing a 2.5% increase**
- 2. Approve the revised budget for 2022/2023 to enable the appropriate virements to be actioned**

The vote was carried unanimously

172 Transfer to CCLA Property Fund

On the proposal of Councillor Graham Hill seconded by Councillor Lewis Jones it was

RESOLVED to approve the investment of £33,318 (thirty three thousand, three hundred and eighteen pounds) into the CCLA Property Fund

The vote was carried unanimously

173 Climate Change Sub Committee update from Councillor Graham Hill

Councillor Graham Hill gave a verbal update to the Committee following the most recent meeting of the Climate Sub Committee on 18th January noting that the Minutes of the meeting had been previously included in councillor bundles.

Councillor Bayliss suggested that the Sub-Committee may wish to consider heating for the Kings Arms building as a potential project which would receive his full support.

Councillor Hill advised that both the Food Bank and Citizens Advice Bureau were going to have secondary glazing fitted. He further advised that Energy Alton were seeking to submit an application to the government funded Energy Redress scheme in the sum of £60,000.

EHDC had announced the opening of the Community Grant Fund on Tuesday, 24th January and that Alton Town Council would be submitting an application for secondary/double glazing in the Town Hall.

NOTED

174 Accounts to 31st December 2022

The third quarter Accounts from 30th September 2022 to 31st December 2022 were tabled.

On the proposal of Councillor Graham Hill seconded by Councillor Suzie Burns it was

RESOLVED to approve:

- 1. The Income and Expenditure account to 31st December 2022**
- 2. The balance sheet dated 31st December 2022**
- 3. The bank reconciliations for the Unity Account and the CCLA Deposit Account**
- 4. The Payments over £500 covering 1st October to 31st December 2022**

The vote was carried unanimously

175 Complaints Procedure changes

On the proposal of Councillor Suzie Burns seconded by Councillor Matthew Bayliss it was

RESOLVED to approve the Complaints Procedure subject to the following amendment:

1. A new 6.4 to be added to read: If the complainant fails to submit any supporting evidence within the 5 working days, the review will be set aside.
2. The former 6.4, now 6.5 to be amended to read, once all report and evidence have been received, one Councillor and one Senior Officer...

The vote was carried unanimously

176 Bus Shelter and Noticeboard Refurbishment

On the proposal of Councillor Graham Hill seconded by Councillor Lewis Jones it was

RESOLVED to approve the appointment of the Council's existing street furniture contractor to undertake the refurbishment works of the Council's bus shelters and notice boards in the sum of £9,750 (nine thousand, seven hundred and fifty pounds) with the works to be carried out Spring 2023

The vote was carried unanimously

177 Exclusion of the Press and Public

On the proposal of Councillor Lewis Jones, seconded by Councillor Ginny Boxall, it was

RESOLVED

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded

178 Assembly Rooms - update

[REDACTED]

[REDACTED]

179 Alton Rugby Club Heads of Term

The Committee received a report from the Town Clerk in respect of the drafting and preparation of the Lease for the Rugby Club, however Members wish to amend the Recommendation on the proposed Draft.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

180 The Tannery

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] meeting finished at 8.57 p.m.

PUBLIC