

PORTLAND TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON WEDNESDAY 14TH DECEMBER 2011, COMMENCING AT 7.00 PM

PRESENT: Councillors I. Munro-Price (Chair), L. Ames, Mrs S. Bradley, Mrs J. Collinge, R. Denton-White, R. Hughes, Miss A. Munro, T. Munro, Mrs E. Munro-Price, Mrs S. West and R. Wild.

IN ATTENDANCE: Ian Looker (Town Clerk) and Rev. Chris Briggs (Mayor's Chaplain) and four members of the public.

1995 – PRAYERS

The Mayor's Chaplain led the meeting in prayer.

1996 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Mrs P. McCartney, D. Symes and T. Woodcock.

1997 – DECLARATIONS OF INTEREST

There were none.

1998 – OPEN FORUM

a) Public Half-Hour

Mr Weir and Mrs Baddock both spoke in favour of the Council having a lengthsman.

b) Police Question Time

From the Chair Cllr. Ian Munro-Price said the Police would be making periodic visits to Council meetings to report and answer questions. They hoped to send a representative to the January meeting.

1999 – MINUTES OF THE FINANCE & PROJECTS COMMITTEE MEETING HELD ON 19TH OCTOBER 2011

The minutes of the meeting were formally agreed and signed as a correct record.

2000 – MINUTE UPDATE AND MATTERS ARISING

a) Minute 1120 – Telephone and Internet Services

Responding to a query from Cllr. Tim Munro the Clerk said he thought the change in provider would be achieved in the next few days.

b) Minute 1124 – 2012 Medallions

Cllr. Tim Munro asked why the Clerk in his report had mentioned criticism of this item being included in the agenda of the past meeting when there was no reference made in the minutes and indeed no criticism at the meeting as he recalled. Cllr. Denton-White asserted that there had been criticism.

2001 – MINUTES OF THE TOWN COUNCIL MEETING HELD ON 16TH NOVEMBER 2011 AND SPECIAL TOWN COUNCIL MEETING HELD ON 22ND NOVEMBER 2011

a) The minutes of the meeting on 16th November 2011 were agreed and signed as a correct record.

b) Cllr. Amanda Munro pointed out that she had given her apologies for the meeting on 22nd November 2011. With this amendment the minutes of the meeting were formally agreed and signed as a correct record.

2002 – MINUTE UPDATE AND MATTERS ARISING

a) Town Council Meeting, 16th November 2011

Minute 1976(d) – Marketing for Island Tourism

Cllr. Tim Munro questioned whether there should have been a summary of the debate in the minutes. He also regretted the lack of a briefing paper or projected job description for the associated item on the evening's meeting agenda.

The Clerk said there had been no request for such from members at the previous meeting.

b) Special Town Council Meeting, 22nd November 2011

Minute 1993 – Parish Lengthsman Service

Referring to the last resolution under the minute, Cllr. Tim Munro wondered whether a three-year, fixed term contract was not a contradiction in terms. The Clerk drew attention to the terms of employment of the Wareham Town Council lengthsman, which was a three-year, fixed term contract. The Clerk was asked to investigate the matter.

2003 – ORDER OF BUSINESS

The Chair brought forward agenda item 12 on Council grants for the benefit of the Brownie representatives present.

2004 – COUNCIL GRANTS, 2011/12

Council considered an application for a grant from 1st Weston Brownies, which had been non-standard in terms of the Council's own conditions but standard in the national terms of Section 137.

After the representatives of the Brownies had made a presentation it was **RESOLVED** – that a grant of £450 be made to provide 50% matched funding to enable six youngsters to go to Brownie Camp this coming year.

2005 – TOWN MAYOR'S ANNOUNCEMENTS

Cllr. Ian Munro-Price announced the closure of Easton Post Office, though the Post Office's declared intention is to retain the facility in the longer run. The situation regarding Underhill Post Office remains on hold.

The Mayor also gave a resume of a meeting with Chief Superintendent Searle concerning the Dorset Police Enquiry Office Review.

2006 – WRITTEN QUESTIONS FOR THE MAYOR

There were none.

2007 – FINANCIAL MATTERS

a) Payments for Authorisation

Cllr. Elspie Munro-Price asked what had happened about the charge for work at Cheyne Weares. The Clerk said no invoice had been sent yet.

RESOLVED – that the schedule of invoices (cheque refs. 2652 – 2667) in the sum of £3,561.56 including VAT be authorised for payment.

b) 2011/2012 Financial Report to 30th November 2011

RESOLVED – that the report be accepted.

c) Insurance Review

Members considered the report of the Assistant Clerk. There are only two companies available to quote for the Town Council and currently the Council is using the cheaper.

2008 – TERMINATION OF FINANCE & PROJECTS COMMITTEE

The adjourned motion was represented and it was **RESOLVED** – to delete Standing Order 46, para (d), which reads, “Membership of the Finance & Projects Committee shall comprise all fourteen members of the Council and the quorum of the Committee shall be seven members.”

2009 – COUNCIL BUDGET AND COUNCIL PRECEPT, 2012/13

(During the course of the discussion the Mayor briefly left the meeting. Cllr. Bradley took the chair during that time.)

Cllr. Tim Munro opened the debate by saying that the notional budget figures for 2012/13 in the agenda working paper, showing a uniform 5% increase on the 2011/12 figures, were misleading. The expenditure and income figures needed to be assessed line by line. Cllr. Munro also said there was a need for more information on actual expenditure in previous years. The Clerk provided members with the figures for 2009/10 and 2010/11.

The Clerk drew attention to comments from the Borough’s treasury officer, who had requested advice of the Town’s 2012/13 precept by 13th January. The Chair thought there was no need to depart from standard practice, namely to go through the detail of the budget in December and resolve the final figures at the Council meeting that takes place in the third week of January.

The Council made the following draft assessment of budget figures for the coming year:-

Expenditure	Salaries	22,850
	Advertising	400
	Audit	767
	Bank Charges	-
	Civic Expenditure	500

	Computer Equipment	0
	Computer Software	0
	IT Support	250
	Contingency	0
	Elections	5,000
	Fair Expenses	0
	Furniture & Expenditure	400
	Honorarium	100
	Insurance	1,612
	Mayor Allowance	700
	Postage	500
	Publication	0
	Stationery	500
	Subscriptions	1,350
	Telephone	800
	Training/Conferences	300
	Travelling & Subsistence	100
	Sub-Total	36,129
	Gifts and Donations	200
	Grants	1,500
	Lengthsman	0
	Projects	3,000
	Town Crier	50
	Website	500
	Sub-Total	5,250
	TOTAL	41,379
Income	Precept	33,616
	Fair	4,264
	Lengthsman	0
	Interest	13
	Other	90
	TOTAL	37,983
	Surplus/Deficit (-) for Year	-3,396

In the course of the discussions various points were made. For example South West Audit Partnership was suggested as a possible internal auditor.

Members considered the option of ceasing to buy copies of the Echo. Second-hand copies from a Councillor and taking up a reduced rate offer were mentioned as alternatives.

The Association of Town and Parish Clerks was mooted as an alternative to membership of the Dorset Association of Parish and Town Councils.

(Cllr. West left the meeting at 10.05pm.)

2010 – ORDER OF BUSINESS

As time was running short Cllr. Ian Munro-Price as Chair resolved to deal only with issues remaining on the agenda and defer the rest to the next meeting.

2011 – GRIT BINS

Members considered the recommendation from the 2012 Partnership meeting of 7th December 2011 to purchase four slimline grit bins for Belgrave Place (Meisner’s Knap), Higher Light Lane, Old Hill and Verne Hill Road, together with the grit to fill them.

It was proposed by Cllr. Elspie Munro-Price and **RESOLVED** – that four grit bins be provided for Higher Lane (sic), King Street-Mallams, Park Estate Road and Ventnor Road-Spring Gardens.

2012 – DATE OF NEXT MEETING

The next scheduled meeting of the Council is due to take place on Wednesday, 18th January 2012, commencing at 7.00 pm.

The meeting ended at 10.30 pm.

Signed..... Dated.....
(Chair)