



## UTTOXETER TOWN COUNCIL

### RECOMMENDATIONS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE ARISING FROM ITS MEETING HELD IN THE ALAN DEAN SUITE, UTTOXETER TOWN HALL ON TUESDAY, 22 FEBRUARY 2022 AT 5.30 PM

#### Chair – Councillor P Hudson

Councillors: R Hawkins, C Sylvester  
Officer in attendance: T Jeffery, Town Clerk

#### 1. CHAIR'S WELCOME

The Chair provided a brief on the fire procedure in the event of a fire, the provisions of the Recording and Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", the use of mobile phones during the meeting.

#### 2. APOLOGIES FOR ABSENCE

(a) The Clerk reported that approved apologies had been received from Councillors M Crutchley and Z Krupski and that Council had granted a Dispensation for Councillor M Lloyd-Ewer.

RECOMMENDED that the same be noted and approved.

(b) Councillors who were absent and apologies had not tendered – Councillors D Goodfellow and H Headech (ex-officio).

RECOMMENDED that the same be noted.

#### 3. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e-h), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda. The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting. It was noted that members of the public may not take part in the Council meeting itself.

It was noted that no members of the public were in attendance.

#### 4. DECLARATIONS OF INTEREST

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which was not included in the register of interests. Members were reminded that they were required to leave the room during the discussion and voting on matters in which they had a disclosable pecuniary interest, whether or not the interest was entered in the register of members' interests maintained by the Monitoring Officer.

None received.

#### 5. ESBC – COMMERCIAL WASTE SERVICES – PRICE INCREASE

Committee was informed that ESBC had advised that commencing from 1 April 2022 a 4.9% increase would be incorporated on the Council's Waste Service as follows:

General Waste (1100 litre bin) - £10.72 per emptying

Paper and Cardboard (1100 litre bin) - £13.28 per emptying

Committee was informed that the Office Manager had reduced the emptying of the paper and cardboard to fortnightly commencing forthwith as per the general waste emptying.

RECOMMENDED that:

- (i) The same be noted and approved, funded by the Town Hall Repairs and Maintenance budget allocation.
- (ii) The Town Council's two 1100 litre bins continue to be located within the carpark area at the rear of The Maltings.

Signed: ..... Date: .....

**6. DEFIBRILLATOR FOR UTTOXETER TOWN HALL**

*As Resolved by Council at its meeting held on 8 February 2022 that the following be deferred for consideration by the Finance and General Purposes Committee at its next meeting.*

Committee was asked to consider the following:

- (a) Uttoxeter Knights on 18 January 2022 advised the Clerk that the Knights would be in a position to provide £250 towards the siting of a defibrillator on the Town Hall.

The Clerk reported that a defibrillator costs in the region of £2,000 subject to the type purchased. She reported that further advice and costings were awaited at this time. She reported that in addition to the purchase of the defibrillator would be the costs for installation and regular maintenance. Committee instruction was sought.

Councillor Hawkins reported that the U3A had funded the defibrillator installed at Wilfred House. Members gave consideration to potential funding opportunities including potential CCF funding next year from Borough Councillors towards the Town Hall defibrillator which would benefit all residents within the town.

Councillor C Sylvester advised Members that he had been invited as Town Mayor to attend the Angus MacKinnon dealership for when they handover the vehicle to a voluntary First Responder. He understood that the dealership has supported an individual within the community to become a first responder and they had provided the vehicle, stickers and insurance free of charge. He reported that he would be attending and was looking forward to speaking with the First Responder and welcomed the promotion of the wonderful service they would be providing to our community. Members welcomed this news.

RECOMMENDED that:

- (i) Councillor C Sylvester provide the Clerk with the details of the defibrillator installed at the Heath Community Centre including installation requirements.
  - (ii) Upon receipt of (i) as above, the Clerk seek costings for the purchase of the suggested defibrillator including installation, cabinet type (heated/non heated), ongoing maintenance requirements, etc.
  - (iii) This matter be included for further consideration by Committee at its next meeting.
- (b) Email dated 21 January 2022 from ESBC's Planners informing Council that the siting of a defibrillator on the Town Hall required Listed Building Consent. Committee's instruction was sought.

The Clerk reported that the Listed Building Application would require details of the defibrillator to be installed and the installation method which were not available at this stage. Following due debate, it was

RECOMMENDED that this matter be included for further consideration by Committee at its next meeting.

**7. SMARTWATER RENEWAL**

Committee gave consideration to the quotation received from Smartwater dated 15 February 2022 in the sum of £165 plus vat for renewal of the Council's Smartwater Membership commencing from 9 April 2022. Committee instruction was sought.

RECOMMENDED that the quotation received from Smartwater in the sum of £165 plus vat, be accepted and approved, funded by the Subscriptions budget allocation.

**8. PHS CONTRACT FOR SANITATION, ETC SERVICES**

Committee was informed that Council's current contract with PHS was in place until January 2025 and was not due for renewal at this time as previously reported.

RECOMMENDED that the same be noted.

9. **COMMITTEE IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**  
Pursuant to Section 1(2) of the above Act it was requested that the public and press were not present due to the confidential nature of the business to be transacted and were asked to withdraw.

RECOMMENDED that the same be noted and approved.

10. **BANK ACCOUNTS AND BANK CHARGES**

*As Resolved by Council on 30 November 2021 that the Finance and General Purposes Committee further review the bank charges and Council's bank accounts accordingly.*

The Clerk reiterated that, as reported to Committee on 23 February 2021 that the Council's Bank Charges had been checked and the Council received the lowest bank charges on its instant access accounts; the Special Interest-Bearing Account received no bank charges and that interest on the Council's Accounts was at 0.01%.

- (a) It was noted that Members had been provided with a detailed breakdown of the Council's Bank Charges from 1 April 2021 to 31 December 2021 in their Agenda pack. Committee instruction was sought.

It was noted that the charges had increased somewhat with the purchase of the new EPOS receipting system which now included card payment provisions, EPOS Now Payments and Members were reminded that Bankline fees were included which enabled Council to make electronic payments. Following due debate, it was

RECOMMENDED that Committee monitor the Bank Charges for three months and Committee reconsider accordingly.

- (b) Council's Bank Accounts – It was noted that Members had been provided with a details of the Council's interest rates for all Royal Bank of Scotland accounts from the RBS Bankline system including bank balances within their Agenda pack and were advised that the Barclays Bank General Reserve Deposit Account was a no interest payable account. Committee instruction was sought. It was noted that interest rates were similar within other bank accounts locally and nationally at this time. Following due debate, it was

RECOMMENDED that Committee monitor interest rates for three months and Committee reconsider accordingly.

11. **TELEPHONE SYSTEM/BROADBAND PROVISIONS**

Committee was informed that as suggested by Dial Direct, the Clerk had made contact with the following:

- (a) BT to cancel the two MIFI contracts. Committee was informed that BT confirmed that no data was being used from the numbers (as previously advised BT). Committee was informed that the cost of these were £5/per month and the contracts were cancelled as of 14 January 2022.

RECOMMENDED that the same be noted.

- (b) Chubb Alarms to seek clarity on the current Redcare line (analogue or internet line). The Clerk reported receipt of a response from Chubb dated 14 January 2022 advising that 'the Redcare line currently was an analogue line. She reported that Chubb had recommended replacing the unit for one which works via IP'. Committee was advised that they would need to install a network socket adjacent the control panel and Chubb would install a new IP Redcare, at a cost of £350 plus vat. Committee instruction was sought. It was noted that no information had been provided to Committee on what the benefits were to the Council to change to an IP at this time. Following due debate, it was

RECOMMENDED that Committee monitor the current Redcare line for six months and Committee reconsider accordingly.

- (c) Committee was advised that in conjunction with the Mayor, the Clerk had been liaising with BT and Dial Direct with respect to the Council's provisions for broadband, Redcare, telephone system, etc for the Town Hall. It was noted that Members had been furnished with the following documents within their Agenda pack:

- The Council's latest Invoice and details of the current services as provided by BT dated 21 December 2021.
- A Proposal as received from Dial Direct following two site meetings for the review of the Council's services within the Town Hall going forward.
- A Proposal received from BT following a site meeting on 3 February 2022 and review of the Council's services going forward.

Committee instruction was sought. It was noted that Dial Direct would include funding the upfront costs associated with the proposals and that they would include any buy outs as part of the deal. Members perused the Proposals received accordingly.

The Clerk reported receipt of an email dated 22 February 2022 as received from Councillor M Crutchley who was absent from the meeting, to advise Councillor M Crutchley's preference was to accept the Proposal as provided by Dial Direct. Members concurred with Councillor M Crutchley's preference. It was noted that the Dial Direct proposal was offering a monthly saving of £142. Following due debate, it was

RECOMMENDED that the Proposal received from Dial Direct UK Ltd for all internet and telephone provisions within the Town Hall, be accepted and approved, commencing as soon as possible, to be funded by the Telephone budget allocations.

The meeting closed at 6.05 pm.