

Otley Town Council

- Meeting:** Policy & Resources
- Date:** 18th January 2016
- Venue:** Otley Core Resource Centre, Orchard Gate, Otley
- Committee Members** Cllr R Georgeson (Chair)
Cllrs P Bye, C A Campbell, P Jackson, R Smith,
D Robinson, P Brown, W Brown, I Jackson, L Hoare,
P Carter, S Thomson, M Vickers, K Whelan, N Francis,
M Bradley, S Brown, J Brown
- In Attendance:** Ms S Kidger (Executive Officer)
Mrs E Bradley (Admin Officer)
- Apologies:** There were no apologies

152. Declarations of Interest

No declarations of interest, of any nature, were received.

153. Minutes for approval

- Resolved:** **the minutes of the Policy & Resources meetings of 10th November and 16th November 2015 were approved for accuracy and signed by the Chair**

154. Accounts Paid

To: All Members of the Town Council
Accounts Paid
General Accounts

From: Executive Officer

Nov-15

<u>DETAIL</u>	<u>CODE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NETT</u>
NPOWER-STALL LIGHTING	4125	13.54	0.64	12.90
IMS SOUTHERN - FRANKING MACHINE	4011	24.00	4.00	20.00
OCS - PAPER ROLL	4057	76.80	12.80	64.00
BASIL HOULDSWORTH-TOILET REPAIR	4052	109.92	18.32	91.60
LEEDS CC-RATES	4151	672.00		672.00
ALTRIGEN-COMPUTER SUPPORT AUG-OCT	4021	600.00	100.00	500.00
TOILET STAFF - NOV SALARY	4053	20.00		20.00
I WANDSWORTH- TOILET REPAIR	4052	45.00		45.00
PETTY CASH	T/F	80.00		80.00
AWM LTD -WASTE REMOVAL	4160	23.50	3.92	19.58
BASIL HOULDSWORTH-TOILET DOOR REPAIR	4052	39.00	6.50	32.50
WISE ELECTRICAL-FIRE ALARM SERVICE	4050	30.00		30.00
CATAPULT CREATIVE- NEIGHBOUR PLAN BOOKLET	4191	1587.50		1587.50
YPO - COPIER PAPER	4013	22.09	5.87	16.22
ON SCREEN - WEB SUPPORT	4021	50.00		50.00
NPOWER	4125	134.55	6.41	128.14
WYPF - OCTOBER PENSION	4000	1731.83		1731.83
BRITISH LEGION POPPY APPEAL	4125	38.00		38.00
SHIRE LEASING - PHONE SYSTEM	4011	324.19	54.03	270.16
YWA-TOILETS	4059	447.66		447.66
YWA-ORCHARD GATE	4155	39.86		39.86
SOUTHERN ELECTRIC-TOILETS 5/8-29/10	4059	1194.24	199.04	995.20
HMRC PAYE - OCTOBER ADMIN	4000	1655.26		1489.66
HMRC PAYE - OCTOBER TOILET STAFF	4053	0.00		165.60
YPO - STAMP PAD	4013	3.31	0.55	2.76
PETTY CASH	T/F	100.00		100.00
ELAS LTD - LAW CONSULTANTS	4040	178.80	29.80	149.00
YPO - RINGBINDERS,CALCULATOR	4013	43.74	7.29	36.45
NEWSQUEST - REMEMBRANCE DAY	4125	115.11	19.18	95.93
B.WHITEHEAD - RIVERDALE -GALLOWES HILL	4174	29630.50		29630.50
LOYAL TOWN CRIERS	4030	35.00		35.00

OTLEY TOWN PARTNERSHIP - MEMBERSHIP	4016	10.00		10.00
BES ELEC - 15/10-15/11	4155	365.36	60.89	304.47
PRINCE HENRY'S GRAMMAR SCHOOL	4181	245.25		245.25
TOILET STAFF - NOV SALARY	4053	20.00		20.00
BNP PARIBAS - LEASE COPIER	4011	829.07	138.18	690.89
ADMIN STAFF SALARIES	4000	1000.78		1000.78
IMS SOUTHERN - FRANKING MACHINE	4011	24.00	4.00	20.00
MAD PUBLICATIONS - N/HOOD PLAN LEAFLET DISTRIB	4191	450.00	75.00	375.00
MAYOR ALLOWANCE	4120	175.00		175.00
ADMIN STAFF SALARIES	4000	6583.10		6583.10
TOILET STAFF SALARIES	4053	2645.78		2645.78
		51413.74	746.42	50667.32

Allotments

<u>DETAIL</u>	<u>CODE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NETT</u>
YORKSHIRE WATER-VARIOUS SITES	4200	1052.19		1052.19
DETS-WHITEBRIDGE TESTING	4201	488.16	81.36	406.80
YORKSHIRE WATER	4200	170.72		170.72
IDA-INSPECTIONS	4201	129.25		129.25
		1840.32	81.36	1758.96

Resolved: **that the accounts paid be approved**

155. Budget 2016/17

Chair proposed the budget for 2016/17.

Resolved:

- 1. the Policy & Resources Committee approves the budget of £406,920 for 2016/17 and recommends acceptance by Full Council**
- 2. the Committee instructs the Executive Officer to notify Leeds City Council that the precept requirements for 2016/17 will be £340,854**

156. Car Event in the Market Place

The Community Development (Deputy Executive Officer's) report is attached.

Resolved: **that the Policy & Resources Committee note the contents of this report and resolve to give permission to this event subject to an acceptable management plan from the Chevin Motor Club. This management plan must incorporate details on: start/finish times; organisation of the event including health and safety and risk assessments; agreement that any vehicles on the Market Place are stationary/fixed for the duration of the event (not part of the onward rally); satisfactory detail on how oil leaks and any damage will be alleviated; and, to indemnify Otley Town Council in the event of any liability**

157. Audit

The Executive Officer's report is attached.

Resolved: **1. that committee notes the report
2. that Council decided to remain opted in to the Sector Led Body**

158. Community Infrastructure Levy

The Executive Officer's report is attached.

Resolved: **1. that the report be noted
2. that an account be opened specifically for CIL funds**

- 3. that the development of a mechanism for allocation of funds be approved**
- 4. that a list of possible projects including consideration of those suggested above be agreed**

159. Flooding

Council acknowledged the tremendous response of the community to the recent flooding, including a number of Otley businesses who had donated items and offered to carry out works free of charge.

Resolved:

The Council would like to commend and thank all those volunteers, businesses and organisations who provided support in Otley during the recent floods. The Council acknowledges the cost both emotionally and financially to local residents and businesses. Despite there being unprecedented amounts of heavy rain during December, there is a significant concern over the impact of the serious floods on both residents and businesses, and concerns over the damage that these floods can cause to buildings, infrastructure and land. The Council resolves to encourage all appropriate public bodies to work together to consider the issues of flooding in the town in the future. To seek to develop preventive and protection measures to reduce the material damage that floods cause to homes and infrastructure, to discuss with the Environment Agency, the Police and Leeds City Council the current arrangements in place for forecasting and warning people of the potential for imminent flooding and to put in place an appropriate response process

Chair