

STRATFORD-UPON-AVON TOWN COUNCIL

GENERAL PURPOSES COMMITTEE MEETING

In accordance with s78 of the Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulation 2020

14 July, 2020

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Present  
Councillors:

Cleeve	Jackson (Mayor)
Coles	Rolfe
Fojtik	Taylor (Chairman)
J Fradgley	Vos
How	Wall

Clerks: Deputy Town Clerk  
GP Clerk

Public: Mr Martin Fagan, Secretary of Community Heartbeat Trust

Press: No members of the press were present

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1) To appoint the Chairman and Deputy Chairman

In accordance with Standing Order C6, the Deputy Mayor is always afforded the opportunity to act as Chairman of the General Purposes Committee in the municipal year preceding their Mayoralty. Cllr Taylor chose to exercise this right and took the chair at the start of the meeting.

The Chairman called for nominations for Deputy Chairman.

It was Proposed, Seconded and

RESOLVED: that Cllr Cleeve be elected as Deputy Chairman of the General Purposes Committee for the municipal year 2020/2021.

2) Apologies

Apologies were received from Cllr Wall and accepted for the reasons given.

3) Declarations of Interests

Cllr Cleeve declared a non-pecuniary interest in item 10.1 minuted as 10.

4) To receive written requests for dispensation for disclosable pecuniary interests

None.

5) To grant any requests for dispensation

None.

6) Public Participation

There was no public participation.

7) Minutes

It was Proposed, Seconded and

RESOLVED: That the Draft Open Minutes of the General Purposes Committee Meeting held on 22 October, 2019 be approved as a correct record.

8) To Adopt Draft Notes of Sub-Group Meetings

- Website, Social Media & Newsletter Panel

It was Proposed, Seconded and

RESOLVED: That the notes from the Website, Social Media & Newsletter Panel meetings held on 4 February, 20 May, 9 June be adopted.

Questions were raised regarding decisions referenced in the draft notes of the meeting held on 30 June, 2020. This was discussed further in item 10.2 minuted as 11.

- Market Forum Emergency Panel

It was Proposed, Seconded and

RESOLVED: The notes from the Market Forum meeting held on 4 June and the draft notes of the meeting held on 12 June, 2020 be adopted.

- Climate Change Emergency Panel

It was Proposed, Seconded and

RESOLVED: The draft notes from the Climate Change Emergency Panel meetings held on 20 January, 26 February, 8 April and the draft notes of the meeting held on 23 June, 2020 be adopted.

9) Budget Review 2020/21

The Deputy Town Clerk gave a verbal summary on a number of the key items mentioned in the Management Accounts Review for June 2020, all due to the effects of the coronavirus pandemic and lockdown restrictions.

The loss of Town Council income from sources other than the Precept includes the share of the Charter Market fees and income from Town Hall lettings which have been lost due to the cancellation of events in the first quarter of the financial year.

Fee income from Cemetery and Tranquility Garden has also fallen below budget. Cemetery expenditure is over budget at this stage due to the completion of work and an equipment purchase originally expected in the previous financial year but delayed until this financial year due to the lockdown. However, appropriate budget virements have already been agreed and carried forward.

Despite the lost income, and despite the significant planned budget deficit for the year, the accounts currently show a surplus to date. This is due to delayed expenditure primarily on Town Hall maintenance, as works to the external fabric of the building cannot proceed until permits can be obtained to enable scaffolding to be erected, which the County Council has advised is not possible while the current town centre traffic restrictions to enable social distancing are in place.

The Mayor, as Chair of the Town Hall Income, Facilities and Wellbeing Panel, advised that expenditure on internal maintenance to the Town Hall has been brought forward and is expected to proceed during the current financial year. Quotations for the work will be reviewed at the Panel's next meeting scheduled for 29 July, 2020.

10) Presentation from the Community Heartbeat Trust

The Chairman welcomed Mr Martin Fagan from Community Heartbeat Trust (CHT). Mr Fagan gave a brief background on Community Heartbeat Trust, which is charity whose aims are to help and support communities in the correct provision of defibrillators, but in sustainable, resilient and governance led manner.

CHT were the originators of the use of telephone kiosks for defibrillator use and now have around 1,000 sites using kiosks. They are the partner organisation to British Telecoms (BT) and the only approved installer from BT. All kiosk installations are pre-registered onto the WebNos Governance system so BT can monitor electricity usage, and the local ambulance service is aware of the location and status.

CHT are also partners of Rotary International and other organisations and have trained over 1,000 people in the community to use defibrillators.

Mr Fagan demonstrated a few of the defibrillators that are used nationwide and informed members that the trend is to now have equipment that provides both audio and visual instructions. He also explained the importance of maintaining defibrillators, stating that a third of the defibrillators in the community will not be working due to lack of maintenance.

It was agreed by the committee that STC should talk to the other organisations/individuals in Stratford-upon-Avon that have commissioned a defibrillator, in order to ensure that they are being correctly checked and maintained.

After several questions from the floor, Mr Fagan was thanked by the Chairman and then withdrew.

11) Production and distribution of the Bridging the Gap newsletter

Various members of the committee disagreed with the decision made by the Website, Social Media & Newsletter Panel to progress with Bridging the Gap being mainly digital, with only 1,000 hard copies being printed.

Methods of distribution were discussed, and a local distribution company was recommended.

It was Proposed, Seconded and

RECOMMENDED: That the GP Clerk seeks a quote from this company. It is hoped that this quote is received in time for discussion at the Website, Social Media & Newsletter Panel meeting due to be held on 21 July.

12) Remembrance Garden Wall

The Deputy Town Clerk updated the committee that whilst the repairs of the Remembrance Garden wall were due to start week commencing 20 July, we are experiencing ongoing issues in regard to obtaining the relevant permits from Warwickshire County Council, but ensured that the committee would be updated as and when progress is made.

13) Cemetery Kerbing

It was Proposed, Seconded and

RECOMMENDED: that as there is enough money in the budget, this work should proceed.

14) Signage for STC owned amenities

It was Proposed, Seconded and

RECOMMENDED: that STC start to label their amenities of a matter of course going forward; however, it was agreed that this would be a costly exercise if we were going to do it retrospectively.

The GP Clerk agreed to seek more quotes for this exercise.

*The Chairman declared the meeting closed at 7:25 pm.*