

CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
2ND SEPTEMBER 2024 AT SESSIONS HOUSE, LYNN ROAD, ELY

PRESENT: Mrs T Coulson – Clerk to the Council

Cllr Ní Dhónaill

Cllr C Phillips

Cllr W Novick

Cllr R Moss-Eccardt

Cllr R Trent

Cllr R Denness

Cllr R Ward (arrived 7.07 pm)

Cllr M Banyard

Cllr R Morgan

1. APOLOGIES

No apologies were received.

2. DECLARATIONS OF INTEREST

Cllr Novick declared an interest in item 15, grant application 14. He left the room whilst this application was discussed.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 22ND JULY 2024) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 22nd July 2024, were proposed as a true record by Cllr Ní Dhónaill, seconded by Cllr Phillips and unanimously agreed. They were signed by the Chairman. Pages PFG 161, 162, 163 and 164 refer. Matters Arising:- Page 161, item 3 – The Clerk informed members that having received three quotes for the new mayoral chain, the cheapest supplier had offered a further discount of 5% if the order was placed before the 31st August. The Clerk had discussed this with Cllrs Ní Dhónaill, Phillips and Banyard, who had all agreed the order should be placed and the Personnel, Finance and Governance Committee informed of this decision at this meeting. The cost will be £4086.06 plus VAT and postage. Members unanimously approved this decision. Page 162, item 11 – Cllr Moss-Eccardt said his request for the Clerk to confirm the power in which the Council can use the digital boards be deferred to another meeting. Page 163, item 16 – the Clerk confirmed the Council had been approved as a Disability Confident Employer.

4. BUDGET UPDATE

The budget updates up to the 31st July 2024 were noted. There were no significant variances that councillors had concerns with.

5. UPDATE FROM THE GOVERNANCE WORKING GROUP

Notes of a meeting held on the 15th August 2024 of the Working Group were noted and approved. The Group had felt the changes to the Standing Orders had worked well and no further changes were necessary at present. The Clerk had contacted ECDC with regard to the process the Council should undertake if they wished to challenge the areas of the North and Cathedral wards. A response had been received and this will be passed to the Group to follow up and move forward. Cllrs Holtzmann and Moss-Eccardt will also be asked to be involved in this. A request had also been made to ECDC with regard for parking for disabled people at the West Ward on election days. Their response was noted and it is hoped that this will not be a problem at future election days. Members unanimously agreed to the outcome of the discussion with regard to only titles currently appearing in the Standing Orders should only be used by councillors. These being Mayor, Deputy Mayor and Ambassador. No councillor is permitted to use any other title in relation to their role on the Council. As there is currently a councillor doing this, this title must be removed immediately. If it is not, then action under the Code of Conduct will be taken against that councillor.

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COMMITTEE CHAIRMAN

11th November 2024

6. UPDATE FROM THE COUNCIL'S STRATEGIC PLAN WORKING GROUP

The Working Group had not met but a meeting had been arranged for the 3rd September.

7. UPDATE FROM CIL SUB-COMMITTEE AND TO RECEIVE CIL EXPENDITURE ANALYSIS UPDATE

The CIL Sub-Committee had not met. The CIL expenditure analysis update, to the 31st July was noted.

8. UPDATE FROM THE INCLUSIVITY WORKING GROUP

The Working Group had not met.

9. UPDATE FROM THE NORTH ELY HUB AND COMMUNITY WORKING GROUP

The Working Group had not met. Cllr Trent informed councillors that himself and Cllr Ní Dhónaill had met with representatives of a church group in this area with regard to the delay in the building of the community hall. He had also spoken to ECDC's Planning Department with regard to when this facility and the shop should have been built. However, due to amendments having been submitted and also presently being considered this has been pushed back. Cllr Trent would be meeting with residents on Friday and would be discussing the residents creating a petition to give to the developers to get this work moving forward. The North ward councillors will also be invited to attend this meeting and this will then be reported back and discussed at the next meeting of the Working Group.

10. TO RECEIVE AN UPDATE FROM THE YOUTH LEAD

Cllr Novick had prepared a proposal paper regarding the formation of a youth forum. Councillors raised some questions with regard to safeguarding concerns, which were discussed. Cllr Ní Dhónaill proposed that the report be approved at the next Full Council meeting in principle, but further details with regard to rules and safeguarding be detailed before the launch, which is expected to be in December/January. A Working Group will also be set up to move this forward. Cllr Moss-Eccardt seconded this and it was unanimously agreed.

11. UPDATE FROM THE COMMUNICATIONS & PR WORKING GROUP

The Working Group had not met.

12. TO RECEIVE FEEDBACK FROM THE PAPERLITE TRIAL

Cllr Fox gave a verbal report on the paperlite trial. Climate and Environment Committee had discussed how this had worked at their last meeting and in general had felt it had been a success. It had been an opt in/opt out process, which had been very easy and no IT equipment had been provided to councillors. It was agreed that Personnel, Finance & Governance Committee would trial this at their next meeting and then Full Council would consider if this should be adopted across the whole of the Committees.

Cllr Fox left the meeting at 7.51 pm.

13. TO RECEIVE RECOMMENDATION FROM THE CLERK REGARDING THE OMISSION OF TOWN CENTRE FROM THE TOURISM AND TOWN CENTRE MANAGER'S TITLE

Cllr Ní Dhónaill proposed that the Clerk's recommendation of a title change to Tourism and Events Manager – Visit Ely be approved. This was seconded by Cllr Banyard and unanimously approved.

14. TO CONSIDER AND APPROVE CO-OPTION POLICY

Cllr Ní Dhónaill proposed that the Co-option Policy be recommended to the next Full Council meeting for approval, subject to two minor changes. This was seconded by Cllr Phillips and unanimously approved.

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COMMITTEE CHAIRMAN

11th November 2024

15. TO CONSIDER GRANT APPLICATIONS

Members considered the grant applications for 2024/25 and a list of recommendations for awards will be proposed to the next Full Councill meeting, which are attached to and form part of the minutes of this meeting.

16. TO DISCUSS AN INFORMAL APPROACH REGARDING USE OF ROOM

Councillors discussed the informal approach regarding the use of a room in either Sessions House or the Maltings. It was felt that this would not be appropriate for Sessions House and that as it was on a weekly basis it could result in loss of income at the Maltings. It was agreed the Clerk would go back to them and suggest some possible other locations and that the Council would consider a grant application for assistance towards the rental of a room.

17. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

18. PERSONNEL ISSUES

There were no personnel issues to report.

19. DATE OF NEXT MEETING

The next meeting will be held on Monday, 11th November 2024 at 7.00 pm.

The meeting closed at 9.10 pm.

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COMMITTEE CHAIRMAN
11th November 2024