

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
9TH OCTOBER 2023 AT SESSIONS HOUSE, LYNN ROAD, ELY**

PRESENT: Mrs T Coulson – Clerk to the Council

Cllr Ní Dhónaill

Cllr R Moss-Eccardt

Cllr P Gardner

Cllr R Ward

Cllr C Phillips

Cllr M Banyard

Cllr R Morgan

1. APOLOGIES

Apologies were received from Cllr Pitt and Cllr Austen. In the Chairman's absence the Vice-Chairman, Cllr Ní Dhónaill chaired the meeting.

2. DECLARATIONS OF INTEREST

Cllr Gardner declared a pecuniary interest in grant application No 5 and Cllr Ward declared a pecuniary interest in grant application No 3 as they were employed by the organisations that had applied. They signed the Register of Members Interest book, pages 246 and 247 respectively. They left the meeting when their application was discussed and took no part in the decision.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 14TH AUGUST 2023) & MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 14th August 2023, were agreed and signed by the Vice-Chairman, as a true record. Pages PFG 142, 143, 144 and 145 refer. There were no matters arising.

4. BUDGET UPDATE

The budget updates up to the 30.09.23 were noted. There were no other significant variances that members had concerns with.

5. UPDATE FROM THE GOVERNANCE WORKING GROUP

Notes of the Governance Working Group meeting held on the 5th September were noted. Members agreed to the proposal that the use of substitute councillors be ended with immediate effect, this would be recommended to Full Council for approval. It was also agreed the proposal for the Mayor to become an ex-officio member on all committees, with immediate effect would be recommended to Full Council for approval. Both of these proposals would also require amendment to the Council's Standing Orders. The proposal that the Mayor becomes the Chair of the Personnel, Finance & Governance Committee from May 2024 was felt further consideration needed to be given to this, so would not be taken forward at this time. It was agreed that all Working Groups when setting their meetings should ensure they notify all councillors of the date and time and circulate agendas, so they can attend if they wish to. Officers who are members of the Working Groups should also be informed.

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

No update as the Working Group had not meet. The next meeting will be held on the 10th October 2023.

.....
COMMITTEE CHAIRMAN

13h November 2023

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

Cllr Phillips presented minutes of the meeting of the Sub-Committee, held on the 25th September 2023, which were noted and approved. The requests for CIL funds with regards to the upgrade to fencing - £15,000; fitness equipment - £21,273 and repair of lamp columns at the Cathedral - £7,266.69 were all unanimously agreed that the criteria had been met. Cllr Ní Dhónaill proposed these three recommendations be approved at the next Full Council. This was seconded by Cllr Moss-Eccardt and unanimously approved. The CIL expenditure analysis update, up to the 31st August was noted.

8. UPDATE FROM THE INCLUSIVITY WORKING GROUP

No update as the Working Group had not met.

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

The Working Group had not met. However, one of the developers of the North of Ely had given a presentation to councillors and notes of this meeting were noted. The Working Group will discuss at their next meeting how they should request organisations to express an interest in running the community centre.

10. UPDATE FROM THE YOUTH LEAD

Cllr Gardner informed members that work had started on the Youth Action Plan and had met with representatives of East Cambs District Council and Cambridgeshire District Council. Cllr Gardner was in the process of applying for a small grant to support the initial setup of the Youth Council.

11. TO RECEIVE UPDATE FROM CLLR PITT WITH REGARD TO THE REVIEW OF THE TERMS OF REFERENCES FOR WORKING GROUPS

This item was deferred to the next meeting as Cllr Pitt was not present to give an update.

12. TO RECEIVE A REPORT FROM THE NEIGHBOURHOOD PLAN REVIEW WORKING GROUP

As Cllr Wade was not present to present the report for consideration and it had been deferred on three occasions it was agreed to note the report and pass it over to the Strategic Plan Working Group to look at in conjunction with the Strategic Plan.

13. UPDATE FROM THE COMMUNICATIONS & PR WORKING GROUP

No report as the Working Group had not met. They will be meeting shortly. The Clerk had requested they consider budgeting for a new Council website in next year's budget.

14. TO CONSIDER FURTHER GRANT APPLICATIONS FOR 2023/24

Members considered further grant applications for 2023/24 and a list of recommendations for awards will be proposed to the next Full Council meeting, which are attached to and form part of the minutes of this meeting.

.....
COMMITTEE CHAIRMAN
13h November 2023

15. TO CONSIDER SUGGESTION FROM THE CHAIRMAN OF THE COUNCIL, CLLR PHILLIPS THAT THE COUNCIL APPOINT 2 COUNCIL AMBASSADORS THAT CAN ATTEND FUNCTIONS OR EVENTS IF THE CHAIRMAN OR VICE-CHAIRMAN CANNOT ATTEND

Cllr Phillips proposed the Council appointed 2 Council Ambassadors who will attend functions or events which the Chairman or Vice-Chairman are unable to attend. One would be the immediate past Chairman and a possible newer councillor. This was seconded by Cllr Moss-Eccardt and unanimously agreed. The Clerk will look at the possibility of providing a chain for them to wear and having a small budget for expenses. The Clerk will email Councillors requesting they nominate themselves if interested in this role.

16. TO CONSIDER EMAIL FROM FLIGHT LIEUTENANT DONOGHUE, RAFAC

Cllr Phillips had requested more information from Flight Lieutenant Donoghue, but this had not been received. It was agreed to defer this item until further information was available.

17. TO APPOINT TWO COUNCILLORS, WHO WITH THE CLERK WILL LOOK AT THE COUNCIL'S RESERVES WITH REGARD TO THE COUNCIL'S INVESTMENT STRATEGY AND PROPOSE OPTIONS FOR INVESTMENT

Cllrs Morgan and Banyard were appointed to work with the Clerk to look at the Council's reserves with regard to the Council's Investment Strategy and propose options for investment.

18. TO NOTE THE ANNUAL REVIEW OF THE COUNCIL'S RISK ASSESSMENTS HAS NOW BEEN COMPLETED FOR 2023/24

Members noted the annual review of the Council's Risk Assessments for 2023/24 had now been completed.

19. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

20. PERSONNEL ISSUES

There were no personnel issues to report.

21. DATE OF NEXT MEETING

The next meeting will be held on Monday, 13th November 2023 at 7.00 pm.

The meeting closed at 8.40 pm.

.....
COMMITTEE CHAIRMAN
13h November 2023