



CITY OF ELY COUNCIL

DECISION LIST FROM THE VIRTUAL PERSONNEL, FINANCE & GOVERNANCE COMMITTEE MEETING HELD ON THE 7TH DECEMBER 2020 AT 7.00 PM

AGENDA ITEM NO	ITEM	ISSUE	DECISION	ACTION BY
4	To Consider and Note Updated Report Detailing Financial Losses to the Council in Relation to Covid-19	To consider and note the updated report detailing financial losses to the Council in relation to Covid-19.	Councillors noted the updated report. This showed there was a loss of £143,733 up to the 30.10.20. This will be updated on a monthly basis.	TC
5	Budget Update and Consideration of Budget for 2021/2022	To note the budget update and to consider the setting of the budget for 2021/2022	Councillors noted the budget updated, dated the 30.11.20. Councillors also considered the draft budget for 2021/22. With three amendments, it was unanimously agreed to recommend to the next Full Council, the acceptance of this budget. The proposed precept would be £613,419. This would be a 2% increase on the current precept. Councillors agreed that although this budget had a deficit of £68,805, it had to be a realistic budget. The deficit would be offset by the Council's reserves for this year only. This was not something that was sustainable for future years. The Clerk would draw up a plan to document how the Council will replenish the reserves used in the next financial year. It was also agreed that there would be fortnightly meetings with regard to the Maltings and Oliver Cromwell House to regularly review the expenditure of each of these sites. Due to the current restraints both of these sites were experiencing, this would ensure close monitoring. This would involve the Chairman of the Council, Chair of PF&G, Chair of T&TC, Chair of Assets, the Clerk, the Deputy Clerk and the Tourism & Town Centre Manager.	TC SA, AW, DW, RM, TC, SJ & AB

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6	Update from Governance Working Group and Discussion of the Recommendations with Regard to the Review of the Committees	To receive an update from the Governance Working Group and discussion of the recommendations with regard to the review of the Committees.	Cllr C Whelan presented the notes of the Governance Working Group meeting held on the 23rd November. It was unanimously agreed to recommend to the next Full Council, the acceptance of the recommendations of this Working Group. These being that all Committee membership should be increased from 5 to 6 Councillors, consisting of 5 members and a Chair. Each Committee will have 2 named Substitutes. A Christmas Lights Sub-Committee will be formed, consisting of Councillors and volunteers from the Christmas Lights and Switch-On event groups, the Deputy Clerk and Tourism and Town Centre Manager. This will report to both the Assets and Tourism & Town Centre Committees. Adoption of the draft Standing Orders in relation to all these proposed changes, drafted by the Clerk, will also be recommended for formal approval. Training will also be provided to support Councillors in these roles.	Full Council SJ/AB TC/SJ & MP
7	Update from the Council's Strategic Plan Working Group	To receive an update from the Council's Strategic Plan Working Group.	Following a couple of amendments, the draft Strategic Plan will be circulated to all councillors for their comments. This does not reflect the changes needed in view of Covid-19.	AW All Cllrs
8	Update from CIL Working Group	To receive an update from the CIL Working Group.	Cllr Austen presented the notes of the CIL Working Group held on the 24th November. It was agreed to recommend to the next Full Council the approved funding requests from CIL for the Queen Adelaide Village Hall for £8,875 and the Climate & Environment Committee for £71,000, for the LHI scheme proposals for 21/22. It was felt that there was still some confusion as to the status of this Working Group, its Terms of Reference and agreed process for applications for funding. It was agreed to refer this to the Governance Working Group for clarification on all these matters.	Full Council GWG
9	Update from the Inclusivity Working Group	To receive an update from the Inclusivity Working Group.	Cllr A Whelan presented the notes of the Inclusivity Working Group held on the 28th October. The Group had considered ECDC's consultation on their Equality, Diversity and Inclusion Policy. These comments will be submitted to ECDC from the Council.	AW

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10	Update from the Covid-19 Working Group	To receive an update from the Covid-19 Working Group.	The Group had not met, but Cllr Every had produced a paper with a recommendation to merge the Covid-19 Working Group and the North of Ely Community Facility Working Group. It was unanimously agreed that this paper would be considered by the Governance Working Group. It was agreed that in the meantime the Terms of Reference contained within this report, would be adopted by the Covid-19 Working Group. As the North of Ely Community Facility Working Group had not yet met, Cllr Carlsson Browne, would call a meeting of this Group to determine their Terms of Reference and draft a plan to drive this Group forward.	GWG EE ECB
15	Any Other Business	To receive any other business items.	The Grants Policy prepared by the Clerk was agreed. This will be recommended to the next Full Council meeting for approval and adoption. The annual review of the Council's Policies and Procedures would need to be undertaken shortly. It was agreed this would be undertaken by the Mayor and the Clerk would email all Councillors to obtain 2 other volunteers to assist her with this process. The Clerk had requested Councillors note that to proceed with the procurement process for the replacement of the chairs at the Maltings, there would be a cost of £3800. There was no budget heading for this, but the Clerk wanted the Councillors to be aware that this would have to be absorbed in the budget, if this was to move forward. Councillors agreed that this would be acceptable and was unavoidable as the process had to commence as soon as possible.	Full Council TC SA SJ

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			<p>The Clerk informed Councillors of the email received from the Ely/Ribe Association regarding proposals to the display and lighting of the Ribe Tapestry in the Maltings. Councillors felt that due to the economic constraints, currently being experienced by the Council and the need to avoid non-essential expenditure, that unless this could be funded by other reserves, it was not felt to be essential at this time. However, it was agreed to refer this request to the Assets Committee for them to ascertain if the future of the Tapestry was in the Maltings and if possible CIL funding could be obtained for these improvements, if it was agreed they should be implemented.</p>	Assets