

**PEMBROKE DOCK TOWN COUNCIL
FINANCE COMMITTEE**

**MINUTES OF THE VIRTUAL MEETING HELD ON
17th February 2021**

Present: Councillor G Manning Councillor S O'Connor
 Councillor T Judkins Councillor J Beynon
 Councillor J Phillips Sarah Scourfield (Town Clerk)

1. Apologies for Absence

None

2. Declarations of interest

Councillor O'Connor stated he had an interest in the Citizen Advice Bureau funding application and confirmed he would withdraw from the meeting when this was being discussed.

3. Consider the minutes from the meeting held on 23rd October 2020

It was

PROPOSED by Councillor G Manning

SECONDED by Councillor J Beynon

RESOLVED - That the Minutes of 23rd October 2020 are adopted as a true record.

4. Matters Arising from the minutes not mentioned elsewhere on the agenda

None

5. Budget and Earmarked Reserves

The Town Clerk presented the budget progress as of 4th February 2021. She informed members that there will be a large underspend on the budget this year due to the pandemic, she advised members that this would need to be reviewed at the end of the year along with the ear marked reserves.

Members questioned if there was any virements required to balance the budget, the Town Clerk stated that this would not be needed. It was questioned if there was any update on the elections budget, the Town Clerk stated that more information was expected from PCC in the coming weeks.

6. Correspondence Received from Pater Hall Community Trust

The Town Clerk informed members that she had attached a recent letter received from Mr Don Esmond of the Pater Hall Trust, it was commented that this letter was not officially from the Pater Hall Community Trust as the committee had not authorised the letter to be sent.

Councillor Phillips questioned if the legal information had been passed to the Pater Hall Trust, she

commented that the legal advice received was clear and the Council needed to inform the Pater Hall Trust. The Town Clerk stated that the legal advice was not for the Pater Hall Trust it was for the Town Council and will remain Private & Confidential within the Council. Councillor O'Connor stated that the advice may have been clear, but there were a number of other factors to consider which then provided a number of grey areas. He commented that the Town Council cannot be expected to pay for something when there is a Health & Safety dispute, and with changes in contract for cleaning & caretaking the Council cannot be expected to pay for something they have had no involvement in agreeing. Councillor O'Connor commented that within the legal advice it states that due to the grey areas this could end in a costly and lengthy legal battle which neither side would want and that was the reason this advice will remain Private and Confidential.

Councillor Beynon stated that within the letter there are a number of questions asked within the letter which have already been answered and this council cannot be held accountable for decisions made back in 2005. A business plan was requested and promised back in April 2020, yet we are still waiting, the tone of the letter is not good and he failed to see how the situation would be resolved with Don Esmond involved.

Councillor Manning commented that the Council needed a Extra Ordinary meeting to discuss the situation and agree a way forward, but he also commented that the Pater Hall Trust needed to hold a meeting as Don Esmond was working alone and had no agreement from other Trust members to send the letters. He stated that the Pater Hall Trust needed to appoint a chair and vice chair as they currently did not have one, it was stated that due to COVID they were struggling to call a meeting as many of the trustees were stating they could not attend virtually.

Members commented that progress was being on the relationship between the 2 organisations but due to lack of trust from both sides and now the tone of the letters this has broke down and taken a backward step. It was agreed for an EGM to be called at Full Council to discuss further.

It was agreed for a letter to be sent to Mr Esmond to inform that meetings are being set up to discuss further.

7. Citizen Advice Bureau Funding Request

Councillor O'Connor declared an interest and left the meeting

Councillor Beynon chaired the meeting as vice chair.

Members reviewed the application which was included within their papers. Members agreed that CAB do a good job but felt they could not agree a £10,000 grant with no agreements between the two organisations. Councillor Phillips commented she felt she could not agree this application due to the position with the Pater Hall Trust. The Town Clerk said it was unfair of Councillor Phillips to make a decision due to the relationship with another organisation and this should not be considered as a reason.

Councillor Beynon stated that the application was to support a role within the organisation and maybe a way forward would be to have a Service Level Agreement across 3 years which states that they provide a drop in service for one day a week from the Town Council offices, it was agreed this would make it more sustainable.

Members voted on the proposal with 3 for and 1 against.

8. Recommendations for Council

Extraordinary Meeting for Full Council to discuss Pater Hall Trust
Service Level Agreement for Citizen Advice Bureau

9. Date of Next Meeting

To be arranged