

CROWBOROUGH TOWN COUNCIL

To all Members of the **FINANCE and GENERAL PURPOSES** Committee (with copies to all other Members for information).

You are summoned to attend a meeting of the **FINANCE and GENERAL PURPOSES** Committee to be held at the Town Hall, The Broadway, Crowborough on Tuesday 6th September 2016 at 7.30 pm when it is proposed to transact the following business:-



Locum Town Clerk
30th August 2016

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC

Questions from members of the public (15 minutes maximum)

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
 - 3.1. **Minutes – 5th July 2016**
 - 3.2 **Matters outstanding**
4. **FINANCE**
 - 4.1 **Management Account Reports to 30th June and 31st July 2016**
 - 4.2 **Aged debts**
 - 4.3. **Accounts Hosting – see report**
 - 4.4 **Pine Grove project - verbal update from the Chairman**
 - 4.5. **To consider a grant application from Association of Crowborough Football Clubs – see report**
5. **TO REVIEW REPORT ON INVESTMENTS**
6. **SCHEME OF DELEGATION – draft document for discussion to follow**
7. **URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING**

CROWBOROUGH TOWN COUNCIL

The purpose of this report is to advise the Committee of items that require discussion and a decision.

4.3. **Accounts Hosting**

Committee resolved 7781 to defer a decision until the next F and G.P. meeting and in the meantime the Locum Clerk would investigate the broadband connection in the Town Hall.

As a result of the above resolution enquiries were made and both Compatibility and Stuart Wilbur suggested hosting can operate with the current broadband connection in the Town Hall.

A copy of the original proposal from Stuart Wilbur is attached to this report so Members can read the detail suggested.

4.5. **To consider a grant application from Association of Crowborough Football Clubs**

Some while ago it was reported by Mike Noble that when the football balls go under the high-level fence at Goldsmiths they are often damaged by the thorny hedge or they disappear altogether.

The group propose to put in place a chainlink fence that will be set into the hedge. The cost of this fence is £917.79 and the group can provide £600 towards it and are asking the Council to contribute £317.79

I believe this matter was considered by the SRC committee but it was then suggested that a grant should be submitted rather than this come from the SRC budget. Either way it is felt that the provision of this fence would be of benefit to all users of the recreation ground.

4:3

Clerk

From: Stuart Wilbur <stuart@MicroshadeVSM.co.uk>
Sent: 04 July 2016 12:44
To: Clerk
Subject: FW: Accounts hosting

FYI

From: Stuart Wilbur
Sent: 13 June 2016 13:24
To: 'quentinburch08@aol.com'
Subject: Accounts hosting

Good afternoon Quentin,

Following our conversation last week, herewith proposal for remote hosting of your accounts on our file servers situated in the Plymouth Science Park data centre.

The current system allows for one visit by myself per month invoiced by RBS, plus an additional day for year end accounts preparation.

Cost to the Council of this service £375per month+£100.25 mileage. Annual Cost of 13 visits £6178.25

The quality of the internal control of accounts is now of such high quality that the external support could be re-arranged to increase efficiency and save costs.

Proposal Host Crowborough Town Council Accounts on Microshade Servers and transfer support visits directly to Microshade, and rearrange visits as follows.

2 months remote support (via hosting) cost £150.00 per visit.

1 site visit (3 monthly) cost £295.00 plus mileage £100.25.

Hosting Cost per month:	2 x Citrix licences (remote desktop) @30.00 per user	60.00
	1 x Microsoft Office Basic Licence	11.60
	2 x RBS Accounts hosting	4.00
	Monthly Hosting Cost	75.60

Revised annual cost:

8 remote visits @ £150.00 per visit	1,200.00
5 Site visits (including one for year end	1,581.00
12 x remote hosting at £75.60 per month	907.20
Annual cost	3,688.20
Current Annual Cost	6,178.25
Savings to Council	2,490.05

Coupled with the direct cost saving, hosting will bring many advantages, amongst these are: work from any location with an internet connection, data back up guaranteed every 4 hours plus daily and weekly back-ups, any updates to the software automatically handled by Microshade, data housed in a modern data centre, with state of the art fire protection, diesel generator power back up and around the clock security.

We operate exclusively in the Town and Parish sector and our ever increasing portfolio is around 70 councils ranging from the smallest to the largest.

If you require any further information please do not hesitate to contact me.

Stuart

Stuart Wilbur
07983 146638

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2. David C

4:5

CROWBOROUGH TOWN COUNCIL

GRANT APPLICATION

Please return completed grant application and supporting information to the Town Hall by 4pm, 30th September

YOUR GROUP/ORGANISATION	
Name of group/organisation	ASSOCIATION OF CROWBOROUGH FOOTBALL CLUBS
Name of applicant and position held in group/organisation	MIKE NOBLE - PRINCIPAL
Address for correspondence	BEACON LODGE, GOLDSMITHS AVENUE CROWBOROUGH EAST SUSSEX TN6 1RH
Telephone number (daytime)	07711 330168
Email address	nobleevents@aol.com
Summary of aims and objectives of group/organisation TO ARRANGE ORGANISED AND SOCIAL FOOTBALL, AND OTHER BALL SPORTS AT THE GOLDSMITH RECREATION GROUND	
Is the group/organisation a Registered Charity? (If so, please supply registration number)	NONE
Number of members in the group/organisation	100 +
Number of members resident in Crowborough	75 +
DETAILS OF GRANT APPLIED FOR	
Total cost of project	£917.79 excl VAT
Amount of grant requested	£317.79
Details of funds from group/organisation or other bodies	£600.00

Details of what the grant is for and how many Crowborough residents will benefit
(continue on a separate sheet if required)

There is a thick hedge between the football pitch and Pilmer Road - see attached 'drawing'.

Balls, footballs and others, go into this hedge and 'disappear'. This is costing clubs a great deal of money, and local youngsters frustration and disappointment.

The grant will go towards the cost of a chainlink fence that will be set into the hedge and will stop the loss of the balls. The fence will be green in colour and virtually invisible once installed.

All Crowborough residents who use the ground for recreation purposes will benefit

PREVIOUS APPLICATIONS

Details of previous grants given to your group/organisation by Crowborough Town Council in the last five years

NONE

ACCOUNTS

Please attach a copy of your most recent accounts. New organisations should attach a budget forecast.

A COPY OF THE SUPPLIER QUOTATION IS ATTACHED

I certify that the above information is correct



Signed

Date

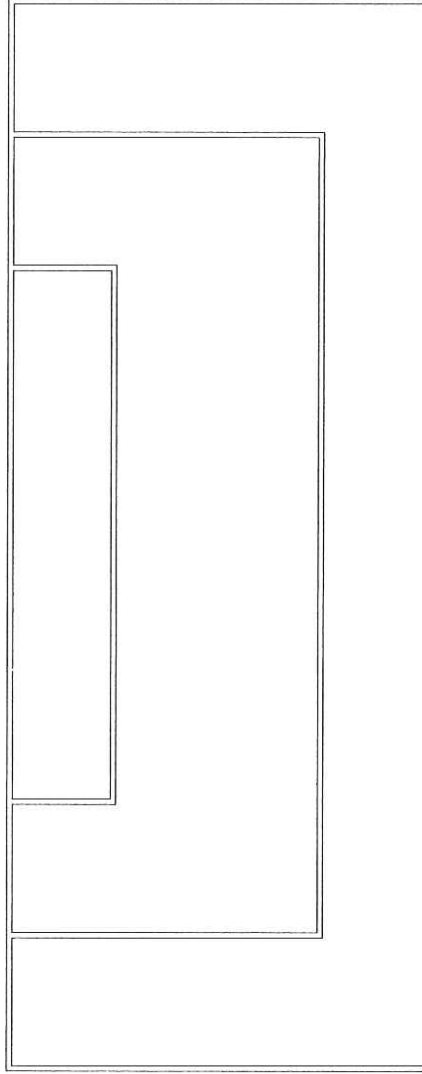
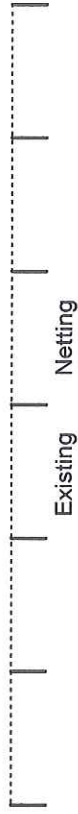
27.06.16

Name (please print)

MIKE NOBLE

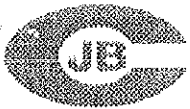
Crowborough Town Council
Town Hall • The Broadway • Crowborough • East Sussex TN6 1DA

Pilmer Road



Estimated cost from J.B.Corrie, Petersfield (01730 262552)

TOTAL COST	£917.79
CLUB CONTRIBUTION	£600.00
BALANCE	£317.79



J B Corrie Co Ltd.
A Quality Assured
Company

J B Corrie and Co. Limited

Registered Office:
FRENCHMANS ROAD, PETERSFIELD, HANTS, GU32 3AP
TELEPHONE: 01730 237100 / FAX: 01730 264915
Also at Blairgowrie, Perthshire 01250 873989

Supply Only Quote

J B Corrie for Fencing & Steel Fabrications

DELIVERY ADDRESS	INVOICE ADDRESS	OUR REF	QNO 5 9 9 0 3
F.A.O MIKE NOBLE	CROWBOROUGH TOWN	DATE	09/03/2016
PLEASE CHECK AMOUNTS	COUNCIL	CUST. ORDER No	QNO 5 9 9 0 3
PLEASE CHECK SPECIFICATIONS	-	Regards	
BASED ON AMOUNTS GIVEN	-	Damian	
REF: CROWBOROUGH	-	Direct Dial	
-	-	01730 237127	

ANTICIPATED DELIVERY/COLLECTION W/C

CUSTOMER TEL NO : 01892 654 359
CUSTOMER EMAIL: NOBLEEVENTS@AOL.COM

ACKNOWLEDGEMENT SENT : Yes DC

DESCRIPTION	QUANTITY	UNIT	PRICE	VALUE
THE FOLLOWING TO SUIT 3050 MM HIGH CHAIN LINK FENCING	-	-	£ -	£ -
INTERMEDIATE LINE POST 3.8 MTR O/A 45 X 45 X 5 MM A/I	15	NO	£ 20.92	£ 313.80
END STRAINING POST 3.8 MTR O/A X 60 X 60 X 6 MM A/I	-	-	£ -	£ -
COMPLETE WITH 1no STRUT AND NECESSARY FITTINGS	2	NO	£ 76.36	£ 152.72
CORNER STRAINING POST 3.8 MTR O/A X 60 X 60 X 6 MM A/I	-	-	£ -	£ -
COMPLETE WITH 2no STRUTS AND NECESSARY FITINGS	-	NO	£ 115.87	£ -
3050 X 50 X 3.15/2.24 MM GREEN CHAIN LINK IN 12.5 MTR ROLLS	4	ROLLS	£ 89.44	£ 357.76
3.55/2.50 MM GREEN LINE WIRE IN 10 KG COILS (APPROX 220 M)	1	COIL	£ 18.51	£ 18.51
DELIVERY (IF REQUIRED)	1	NO	£ 75.00	£ 75.00
			VALUE	£ 917.79
FINISH TO STEELWORK HOT DIPPED GALVANSIED			VAT	£ 183.56
FINISH TO STEELWORK HOT DIPPED GALVANSIED			TOTAL	£ 1,101.35

Quote is Valid for 14 days from date of issue. Please note. Steel prices are currently very volatile. We will continue to hold our price for the validity period quoted. Any price falling outside the validity period will need to be checked or repriced before applying. We do not accept any liquidated damages or retention on any order. Companies without an account: - Initial transaction strictly Pro-Forma, thereafter an account can be opened only following receipt of satisfactory credit references. All Orders must be confirmed in writing by E-Mail, Fax or letter. Orders should be raised to J. B. Corrie & Co Ltd Registered Number 208517 ENGLAND.V.A.T. Registration No. GB 192 6798 10 at the above address. To Order this quote please fill in below, Fax: 01730 264915 or E-Mail: sales@jbcorrie.co.uk

Please accept this as my order for the above items, Signed: _____ Print Name _____

Customer Order Number _____ Date: _____

Crowborough Town Council
 Schedule of Investments

Aug-16

ACCOUNT DETAILS	AMOUNT £	TERM	RATE	INTEREST RECEIVABLE (£)	START DATE	MATURITY
Lloyds Corporate Markets	333,674	12 months	1.05%	3,532	26/11/15	28/11/16
Lloyds Corporate Markets	412,759	12 months	1.05%	4,346	24/02/16	24/02/17
Nat West Special Interest Bearing Account *	variable	N/A	0.50%	variable	15/02/13	N/A

* Special Interest Bearing Account - 'sweep account' for Nat West Current Account