

POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday, 22 July 2024

Title: Financial Matters referred from Spending Committees

Contact Officer: Deputy Town Clerk

Background

It is the Council's usual practice that all matters discussed, and recommendations made by spending Committees which have financial implications, are reported to this committee. This Committee is responsible for the overall fiscal management of the Council.

Current Situation

Parks & Recreation Committee – 1 July 2024

There were no financial implications from decisions made at this meeting for the current fiscal year.

Halls Cemeteries & Allotments Committee – 8 July 2024

H374 – Newspapers at the Corn Exchange. The Committee recommended that the Witney Gazette, Big Issue and the Metro newspaper be available to users in the Café and no others.

H375 – Public Halls Report. The Committee recommended that, should sufficient demand exist then the current coffee machine be purchased at a cost of £1,000 from the existing equipment budget and,

That, Officers proceed with the replacement of the coffee machine on a 36-month contract costing £160.27 per month (Option 1), subject to further quotes being presented to the PG&F Committee in line with financial regulations*.

That, an ice cream freezer be purchased for use in the Corn Exchange to the value of £450 from the existing equipment budget.

*Coffee Leasing Quotes (Provided by the Venue & Events Officer)

Option 1 (Recommended)

'Rocket Boxer' 2 group

- 36-month lease - £160.27 per month (ex VAT) inclusive of 12 months parts & labour Total £5769.72 (ex VAT)
- Purchase outright - £3999.00 (inc VAT)

Option 2

'Lumo 2 group'

- 39-month lease – £124.15 per month (ex VAT) Total £4841.85 (ex VAT)
- 63-month option - £87.23 per month (ex VAT) Total £5495.49 (ex VAT)
- Purchase outright - £3356.00 (ex VAT)

Option 3

'Fracino Bambino'

- 36-month lease - £128.00 per month (ex VAT) Total £4608 (ex VAT)
- No option to purchase outright

Option 4

'Conti 2 group'

- Purchase outright - £2880.00 (ex VAT)
- No option to lease

'Sanremo 2 group'

- Purchase outright - £4207.50 (ex VAT)
- No option to lease

H378 – Madley Park Hall Doors – The Committee recommended that the replacement of the doors be instructed at a cost of £9,140.41 to be paid from the Madley Park Hall Ear Marked Reserve

H379 – OCC EV Microhub Scheme at Burwell Hall. The Committee asked if this pilot scheme could be at Madley Park Hall instead and if there was a financial incentive to the Council. It is hoped a verbal update can be provided on this at the meeting.

H380 – Windrush Cemetery Mapping – The Committee recommended that the of £6,215 from the Cemeteries earmarked reserve be allocated towards datum marking of future sections and grave spaces.

H382 – Windrush Memorial Tree Relocation. The Committee recommended the costs for replacement plaques where necessary because of this action be borne by the council. Cost unknown but likely to be minimal.

H385 – Newland & Hailey Road Allotment Fencing. The Committee recommended the installation of fencing at Newland and Haley Road Allotments, covered from the allotments earmarked reserve.

Stronger Communities Committee – 15 July 2024

Councillors @ The Café – The Committee recommended the purchase of a pop-up banner for this initiative to help publicise it on the day. Approximate cost £60 from the existing events budget.

Home Start Oxford – The Committee recommended that the Council provides an £11,000 grant towards this youth organisation in the current year. This being funded from budget line 4169/408 (Youth Provision). The remaining youth services budget of £1,000 was recommended towards summer holiday youth mental health therapy sessions, either in 2024 or 2025.

Climate, Biodiversity & Planning Committee – 16 July 2024

There were no financial implications from decisions made at this meeting for the current fiscal year.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

All the Council's Committees receive financial reports to conduct its checks and balances and consideration is given to budgets and funding availability when agreeing expenditure.

Social Value

Social value is the positive change the Council creates in the local community within which it operates.

The benefits of these items should be considered at the time of recommendation.

Financial implications

The report forms part of the Council's mechanisms for budgetary control. Specific financial implications are detailed.

Recommendations

Members are invited to note the report and consider the following:

1. Agreeing the recommendations of the spending committees as detailed above.