



**MINUTES OF RYDE TOWN COUNCIL'S FINANCE AND COMMUNITY RESOURCES COMMITTEE  
HELD ON TUESDAY, 16 NOVEMBER 2021  
AT 7.00PM IN GARFIELD ROAD METHODIST CHURCH, RYDE**

Members Present: Cllr Phil Jordan (Chair), Cllr Charles Chapman, Cllr Simon Cooke, Cllr Jess Higgins, Cllr John McLagan and Cllr Malcom Ross.

Also in Attendance: Jon Baker (Committee Coordinator), Tara Bloomfield (Accounting Technician), Gareth Hughes (Responsible Finance Officer), Allan Bridges (Business Development Manager), Jake Babington (Beach Front Operations Manager) and Chris Turvey (Planning Officer).

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## **PUBLIC QUESTIONS**

There were no questions from the public.

### **61/21 APOLOGIES**

Apologies were received from Cllr Lilley.

### **62/21 DECLARATIONS OF INTEREST**

None declared.

### **63/21 REQUESTS FOR DISPENSATIONS**

None requested.

### **64/21 MINUTES**

The minutes to the previous meeting held on 14 September 2021 were reviewed.

### **RESOLVED:**

**THAT, the minutes to the meeting held on 14 September 2021 were approved (with the addition of Cllr Simon Cooke to the Working Group as detailed in item 58/21) as a true and accurate record and were signed off by the Chair.**

### **65/21 MEMBERS QUESTION TIME**

There were no questions asked.

## **66/21 BUDGET MONITOR**

The Responsible Financial Officer (RFO) had circulated a budget monitor for the period 1<sup>st</sup> April to 31<sup>st</sup> October 2021. He had identified areas of likely budget overspend and these were to be considered under his report on budget virement next on the agenda.

## **67/21 BUDGET VIREMENT**

A list of projected budget overspends had been identified, together with projected budget savings to facilitate the overspends.

**RESOLVED:** That the following budget virement be approved –

- GENERAL ADMINISTRATION £8,000
- HR SERVICES £2,900
- ROOM HIRE £700
- NETWORK RYDE INSURANCE £4,300
- NETWORK RYDE RATES £6,700
- IT SUPPORT £2,500

**TOTAL £25,100**

The above virement requirement be met from forecast savings in the following budgets –

- PLANNING £8,500
- PWLB – ST THOMAS £2,100
- PWLB – VECTIS HALL £6,600
- SPECIFIC GRANTS £3,000
- RYDE TOWN HALL £4,900

## **68/21 BANK RECONCILIATION**

The bank reconciliation for the period ending 31<sup>st</sup> October 2021 and a revised bank reconciliation for the 2020-21 financial year were noted.

## **69/21 NOTICE OF CONCLUSION OF AUDIT**

The report and certificate of the External Auditor in respect of the 2020-21 financial year had been circulated. The report concluded that the information in the Annual Governance and Accountability Return (AGAR) was in accordance with Proper Practices and no other matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

## **70/21 WARMER RYDE QUARTERLY REPORT**

A quarterly report had been circulated by the Trust detailing their activity for the quarter ended 30<sup>th</sup> September 2021 which was duly noted.

## **71/21 RYDE HARBOUR**

An updated Business Case for the acquisition of Ryde Harbour had been circulated and noted by all members.

## **72/21 CLASSIC CAR EVENT**

The Committee considered a request from the organiser to agree funding for a three year period to give certainty on future planning for the event. Cllr Chapman proposed that a contract for a period of seven years be approved. After due consideration it was -

### **RESOLVED:**

**THAT a five-year funding agreement be agreed.**

## **73/21 BEACH FRONT 2022**

The Business Development Manager presented a report on forecast expenditure and income for the 2022 summer. The financial forecasts had been produced on prudent financial assumptions

### **RESOLVED:**

**THAT the report be accepted.**

Officers had applied for an eCargo Bike Grant from a fund of:£400,000 which had been made available by the Department for Transport in 2021/22 for the purchase of eCargo bikes, to support businesses switching to a sustainable transport solution. Funding covers up to 40% of the total cost of an eCargo bike, up to a maximum of £2,500 for two-wheel models. The application made was for two bikes.

### **RESOLVED:**

**THAT the grant application be noted.**

## **74/21 RYDE ROWING CLUB**

Following the necessary closure of the Lind Street offices in the summer, staff had occupied the premises of Ryde Rowing Club in order to effectively carry out their duties. A refund of rent on the Lind Street for this period had been claimed from the landlord. After due consideration it was –

### **RESOLVED:**

**THAT Ryde Town Council make a contribution of £1,000 to Ryde Rowing Club in recognition of the assistance given in the provision of temporary office accommodation.**

## **75/21 INSURANCE**

The RFO gave an update on the insurance claims pertaining to both the burglary of the offices and the necessary vacation of the offices in the summer months due to flooding. The claim relating to the burglary had been accepted but the claim in relation to the flooding was being disputed and was currently with the Town Council's and Landlord's respective insurers.

#### **76/21 WE LOVE RYDE WEBSITE**

A refund of £1,500 had been received in respect of the payment previously made in respect of the provision of a new website which had not proceeded.

**RESOLVED:**

**THAT the addition of a refund of £1.500 to the marketing budget be agreed.**

#### **77/21 PAYMENTS LIST**

The payments list detailing payments since the last meeting had been circulated. Cllr Cooke requested that future such lists contained more detail including dates of payment and associated payment period.

**RESOLVED:**

**THAT the list be noted.**

#### **78/21 NEW ACCOUNTING SOFTWARE**

The Town Council currently uses Scribe software for its accountancy requirements. While the software was considered to be satisfactory, members had previously requested that other options be considered in order to produce improved financial information. With the rapid expansion of Ryde Town Council and the number of planned new projects it was considered that more appropriate software was introduced to ensure accuracy, efficiency and quality of financial information. Three software options had been investigated and costed and after due consideration it was:

**RESOLVED:**

**THAT the purchase of SAGE 50 software at an annual cost of £1,674 plus VAT be agreed.**

#### **79/21 DATE AND TIME OF NEXT MEETING**

**RESOLVED:**

**THAT the next meeting will be held on Tuesday, 18 January 2022 in the Methodist Church, Garfield Road, Ryde at 7.00pm.**