

**Minutes of a Meeting of the Executive
held at Surrey Heath House on 29
September 2015**

+ Cllr Moira Gibson (Chairman)

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| + Cllr Richard Brooks | + Cllr Craig Fennell |
| + Cllr Mrs Vivienne Chapman | + Cllr Josephine Hawkins |
| + Cllr Colin Dougan | + Cllr Charlotte Morley |

+ Present

In Attendance: Cllr Rodney Bates and Cllr John Winterton

33/E Minutes

The minutes of the meeting held on 8 September 2015 were confirmed and signed by the Chairman.

34/E Community Fund Grant Applications

The Council's Community Fund Grant Scheme provided grants of up to £25,000 to assist local 'not for profit organisations' with the delivery of community projects. The Executive considered applications for grants which had been submitted by 30 June 2015.

The Executive considered the applications and agreed to approve applications from Camberley Job Club and Camberley Judo Club.

The application from Turners Boxing Academy to refurbish the boxing bag room, gym and changing rooms was discussed. The Boxing Academy was based at Collingwood College. Hire arrangements were managed by a Service Level Agreement which stipulated that the College was responsible for the maintenance of the building and the statutory health and safety requirements of the building.

Members agreed to refuse the bid as it was recognised that the grant would go towards the refurbishment of the College, for which the Boxing Academy was paying rent. However, it was further agreed that the Council supported the good work being delivered by the Boxing Academy and therefore wanted to explore alternative ways in which to assist the Boxing Academy.

The Executive considered applications from Sebastian's Action Trust to develop its present office space into a family mini-hub and from Step by Step for the purchase of 2 i-pad Air and 4 i-pad Air minis. It was agreed to reject the application from Sebastian's Action Trust as the works had already commenced and no verification of project costs had been received. It was also agreed to reject the application from Step by Step as the organisation had £858,000 in unrestricted reserves.

It was also noted that an application from Surrey Heath Veterans and Families Project had subsequently been withdrawn by the applicant as funding had been found elsewhere.

RESOLVED

- (i) that the following grants be awarded from the Council's Community Fund Grant Scheme:**
 - a. £1,500 be awarded to Camberley Job Club towards the purchase of 4 new laptops, plus printing and material costs, subject to verification of all costs;**
 - b. £17,500 be awarded to Camberley Judo Club to add a new strength and conditioning gym to its existing facilities, subject to planning permission and landlord consent being granted;**
- (ii) that the application by Turners Boxing Academy be refused but that the Council works with the Boxing Academy to explore alternative ways to assist the organisation;**
- (iii) that the following applications be refused**
 - a. Sebastian Action Trust's application for £9,500 towards the development of present office space into a mini family hub;**
 - b. Step by Step's application for £1,600 towards the purchase of 2 x i-pad Air and 4 x i-pad Air minis;****for the reasons set out at Annex C to the agenda report; and**
- (iv) to note the withdrawal of the Surrey Heath Veterans and Families Project's application.**

Note: It was noted for the record that Councillor Rodney Bates declared that he was friends with people involved in running Camberley Job Club.

35/E Quarterly Financial Report

The Executive considered the Council's finances as at 30 June 2015.

Overall, services expected to be £240,000 under budget at the end of the year. This included £140,000 of savings on waste and recycling which had resulted from the renegotiation of the contract, which had not been agreed in time for the budget, and £100,000 of income relating to investment property acquisitions which had been made in the New Year.

The Executive noted the position of a number of financial areas at the end of the first quarter:

- In relation to interest received, despite the budget having been increased by £100,000 in 2015/16, the Council was on track to achieve this due to the new investment policy,

- It was estimated that, based on expenditure to date, there would be an underspend of £21,000 on wages and salaries at the end of the year
- In relation to sundry debts, invoices totalling £627,000 remained unpaid. However, £200,000 of this related to community alarms and parking season tickets which were invoiced at the start of the year, but paid by instalments throughout the year.
- Housing Benefit Debts stood at £610,000, of which 50% were on an agreed repayment plan, 14% were being pursued, 7% were with the DWP, and 24% were being considered for legal or other action.

It was reported that, using the new financial system, a new approach had been adopted where actual expenditure for the period under review would be compared to the budget to date. Using this approach, services would spread, or 'profile', their budget over the year depending upon when they anticipated income and expenditure to occur.

Services had reviewed and compared their actual income and expenditure to the profiled budget for the first quarter and, where there had been a variance over £25,000, had advised whether this was due to a timing issue for which the budget would need re-adjusting, or whether it indicated a potential risk of a year-end variance.

Members reviewed the areas where there had been variances over £25,000 and noted the reasons why these had occurred.

RESOLVED to note the Revenue, Treasury and Capital Position for the first quarter of 2015/16.

36/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Act as set out below:

Minute	Paragraph(s)
37/E	3
38/E	3
39/E	3

Note: Minutes 37/E and 38/E are summaries of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

37/E Frimley Cricket Club

The Executive made decisions in relation to the granting of a lease for Frimley Cricket Club.

38/E Lease of the West End Bowls Club, Rosewood Way, West End, Woking.

The Executive made decisions in relation to the surrender of an existing lease and the granting of a new lease for West End Bowls Club, West End.

39/E Review of Exempt Items

The Executive reviewed the reports which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

RESOLVED that minutes 37/E and 38/E and the associated agenda reports remain exempt until the completion of the lease negotiations.

Chairman