

RAUNDS TOWN COUNCIL

Minutes 10 March: Start Time: 7pm.

PRESENT

Councillor L Thomas (Town Mayor) (Chair),
Cllr A Boto, Cllr D Ellis, Cllr P Ellis, Cllr. N Harvey, Cllr H Howell, Cllr P Wathen and Cllr C Potter.

IN ATTENDANCE

Mr Julian Derham, Clerk to the Council.
Ms Kate Houlihan, Town Clerk Designate (Minutes)
Miss Joanne Coduri, Assistant to the Clerk.

District Councillor G Greenwood-Smith.
Steve Bird, Stagecoach East Managing Director
Inspector Julie Mead, Northamptonshire Police

653.14 APOLOGIES FOR ABSENCE

The Council received apologies from Cllr M. Clements, Cllr S Hughes and Cllr P Williams.

District Councillor Cllr B Northall and County Councillor, Cllr D Hughes also tendered their apologies.

654.14 NOTIFICATION OF REQUESTS FROM MEMBERS OF THE PUBLIC TO ADDRESS THE MEETING IN COMPLIANCE WITH ADOPTED PROTOCOL.

None received.

655.14 NOTIFICATION OF MEMBERS QUESTIONS IN COMPLIANCE WITH THE COUNCIL'S STANDING ORDERS.

None received.

656.14 DECLARATIONS OF INTEREST

The following Members or officers declared an interest.

Item No.	Councillor	Nature	Reason
673.14	Cllr N Harvey	Other	Personal
672.14	Cllr P Ellis	Other	Member of Vision for Raunds Group
672.14	Cllr H Howell	Other	Member of Vision for Raunds Group

Key: DPI =Disclosable Pecuniary Interest

Other = Other interests

657.14 MINUTES OF THE MEETING DATED 10 FEBRUARY 2015

The Council agreed the minutes as a true record.

RESOLVED that the minutes of the Council Meeting held 10 February 2015 be agreed.

658.14 COMMITTEE REPORT/MINUTES

The Chair of the Committee presented the minutes (forming the report) of the Policy and Resources Committee meeting held on 19 February 2015 which were received, and the resolutions and recommendations duly considered.

RESOLVED that the report be approved and the resolutions of the Policy and Resources Committee meeting held on 19 February 2015 be agreed.

659.14 COMMITTEE REPORT/MINUTES

The Chair of the Committee presented the minutes (forming the report) of the Personnel Committee meeting held on 24 February 2015 which were received, and the resolutions and recommendations duly considered.

RESOLVED that the report be approved and the resolutions and recommendations of the Personnel Committee meeting held on 24 February 2015 be agreed.

660.14 COMMITTEE REPORT/MINUTES

The Chair of the Committee presented the minutes (forming the report) of the Planning Committee meeting held on 26 February 2015 which were received, and the resolutions and recommendations duly considered.

In presenting his report Cllr Harvey drew member's attention to the Extraordinary Council meeting being held on 17th March 2015 to discuss Neighbourhood Planning.

Cllr Howell queried the consideration of the Warth Park Sculpture by the planning committee, Cllr Harvey confirmed that the design would be presented to the Full Council for consideration. And the Clerk confirmed that this was a planning matter.

Under item 649.14 it was agreed that the street names for the development off Brick Kiln Road would be circulated to all members.

RESOLVED that the report be approved and the resolutions and recommendations of the Planning Committee held on the 26 February 2015 be agreed.

661.14 DISTRICT COUNCILLORS REPORT

Councillor Greenwood-Smith, in giving his report, outlined the work of the Licensing Committee. Following the deregulation of entertainment licenses there had been a drop income for ENC along with an associated increase in noise complaints.

Work had been done to reduce the number of unlicensed house to house collections and this had been successful.

A review of the licensing of pet shops, boarding kennels, catteries and pet breeding establishments was due to take place during March 2015.

The Alcohol Harm Reduction Team (AHRT) had been disbanded. Inspector Mead was invited to speak at this point and confirmed that this was due to the need for resources to be targeted into other areas but that all the lessons learned from the AHRT were being put into the daily practice of the policing teams.

“Operation Limit”, the forces campaign to reduce violent crime was targeting drug and alcohol misuse, and the night time economy. The operation was proving to be successful. The Mayor thanked Inspector Mead for the response and Cllr Greenwood-Smith continued his report.

A licensing officer from ENC had spent an evening working with the police and visiting a number of establishments during which all premises were operating correctly.

Cllr Wathen recorded thanks to Enforcement Officers at ENC for ensuring there was less mud on the road at the Shelmerdine Rise development. Cllr Wathen also reported that Brooks Road would be closed for 3 days in June due to a new water supply being installed.

Councillor Boto spoke in regard to the work of Planning Policy including, the Four Towns Plan. Cllr Boto also commented the consultation exercise undertaken on the Joint Core Strategy document. Overall it was felt that this was a very good policy for North Northamptonshire.

662.14 COUNTY COUNCILLORS REPORT

In the absence of the County representative, there was no report.

663.14 TOWN MAYORS ANNOUNCEMENT

Cllr Thomas presented her report to Council of her official engagements and other civic business undertaken since the last meeting.

12th February – attended the Skate Park with Cllr Boto in his capacity as a District Councillor
13th February – Rushden and Higham valentines Dinner
6th March – ENC’s International Women’s Day
9th March – Commonwealth Day Flag Flying at the Town Hall

664.14 STAGECOACH BUS-CHANGES TO SERVICES

Mr Steve Burd Managing Director stagecoach addressed the meeting. As of March 2015 the X46/X47 route would no longer extend to Thrapston. Mr Burd acknowledged that this would be disappointing for Raunds however the service had not proved to be commercially viable. It had been hoped that s106 funding from NCC would become available to extend the service to Peterborough. However this had not come to fruition at this stage.

The route from Raunds to Thrapston would continue to be serviced by Centre Bus.

The route through Raunds of the X46/X47 had been improved to provide a better service to Brook Street and Marshalls Road. Maps of the revised route would be displayed at bus stops within Raunds.

Members queried a bus link to Nene Park Health Centre, there was no link at present, Mr Burd suggested that Raunds Town Council should make a request to Northamptonshire County Council that this be provided through S106 funding.

Cllr Boto commented that he felt the lack of Sunday service was a missed opportunity.

Cllr Howell questioned the lack of Bus service to Stanwick Lakes. It was explained that this had been looked at previously, but access to the site itself was not suitable for buses and Northamptonshire County Council Highways department did not consider it safe for buses to stop along the A45.

The Mayor thanked Mr Burd for his time.

665.14 POLICE PRESENTATION

Inspector Mead addressed the Council. She was now the sector commander for East Northants. She gave members details of her background and experience within Northamptonshire Police.

She outlined the significant budget savings that need to be made across the force.

Inspector Mead explained the futures program that was running in Oundle and how outcomes and successes from this would be repeated across the sector. One of the main successes of the program was the increase in police volunteers and the recruitment of special constables for the area.

The Mayor thanked Inspector Mead for her report.

666.14 ACCOUNTS FOR PAYMENT

The Council considered accounts paid out or falling due in the intervening period between the previous February Council meeting and April meeting as shown below:

PAID OUT OF ACCOUNTS UP TO 10 MARCH 2015

Payee	Invoice Number	Notes	If Combined	Total to Pay
NCC Pensions Account		Pension Contribution for February 2015		£1,334.67
CVS		Staff Wages February 2015		
		Net Pay		
		PAYE		
		Employer's NI Contribution		
		Employee's NI Contribution		
		Payroll Charges		
CVS				£6,908.74
Viridor Waste management	0001134739AB	Refuse & Waste Removal January 2015		£82.80
Coven heath Nursery	42038	Removal of Ash Tree at De Ferneus Drive	£900.00	
	42039	Removal of Tree at Saxon Hall	£180.00	
Coven heath Nursery				£1,080.00
Stephen J Pell	06/002/2015	Brook Street Wall Repair (Insurance)	£160.00	
	42041	Works to Air Vents at Saxon hall	£180.00	
Stephen J Pell				£340.00
A Abbott & Sons		Refund for cancelled interment		£218.00
Town Mayor's Charity		Profit received from Victorian Chestnut Man at Christmas Lights Event 2014		£20.00
Kened	9169	Works to Council Chamber Internet Connection	£453.60	
	9165	PC Security Update Software	£219.60	
Kened				£673.20
Emma Williams		Expenses claim Dec 2014 - Jan 2015		£58.50
Anglian Water	139256382	Water Rates for Public Conveniences		£84.79
Anglian Water	124397217	Water Rates for Saxon Hall		£242.96
Alpine Cleaning Services	18368	Cleaning External Saxon hall & Town Hall	£100.80	

Windows

	18444	Cleaning External Saxon hall Windows	£40.80	
Alpine Cleaning Services				£141.60
Thomas Fattorini	i194853	Deputy Mayors Chain		£1,979.74
ESPO	1859099	Janitorial Supplies	£40.36	
	1861765	Janitorial Supplies	£5.87	
	1878964	Janitorial Supplies	-£36.94	
	1872937	Janitorial Supplies	£66.50	
	1872938	Janitorial Supplies	£36.93	
ESPO				£112.72
Julian Derham		Postage Claim for FOI Information Request - Special Delivery		£11.00
Mayor's Charity Account		Tickets to Civic Event 29/03/2015		£20.00
NCC Chairman's Charities		Tickets to Civic Event 29/03/2015		£25.00
Stephen J Pell	23/02/2015	Emergency repairs to hall 3 Door at Saxon hall		£25.00
East Northamptonshire Council	dbi0531359	Grounds Maintenance Contract Jan 2015		£2,957.44
East Northamptonshire Council	dbi0531511	Associated Services January 2015		£40.64
The Borough Council of Well'Boro'		Tickets to Civic Event 21/03/2015		£60.00
Southern Electric	481594502/0004	Electricity Supply to Feeder Pillar 1 31/10/14 - 30/01/15 (5%VAT)		£111.33
Southern Electric	271593973/0004	Electricity Supply to Feeder Pillar 2 31/10/14 - 30/01/15 (5%VAT)		£69.40
Southern Electric	841571621/0008	Gas Supply to Saxon hall 29/10/2014 - 03/02/2015		£2,009.14
Southern Electric	811580430/0009	Gas Supply to Town hall 08/5/2014 - 26/01/2015		£457.33
Southern Electric	191582513	Electricity supply to Town hall (Cellar) 31/10/2014 - 28/01/2015		£471.45
E.ON	0133 7316 6770	Electricity Supply to Public conveniences 04/11/14 - 15/1/15 (5%VAT)		£79.62
Southern Electric	331581611/0008	Electricity Charges and Refunds for Saxon Hall - 01/04/2014 - 28/01/2015		-£7.47
BNP Paribas Lease Group	FLGA2107990	Photocopier Lease Inc. annual admin fee 02/02/2015 - 25/05/2015		£185.96
Anglian Water	102522072	Water Rates for Town Hall 21/01/2014 - 13/02/2015		£199.07

Sub Total £19,615.07

ACCOUNTS PAID FROM 10 MARCH 2015 MEETING

Payee	Invoice Number	Notes	If Combined	Total to Pay
Style Midlands	6232	Repairs to Partitions at Saxon Hall		£216.00
Datacenta Hosting	INV_25403	renewal of raunds-tc.gov.uk - 30/03/15 - 19/03/2017		£150.00
ESPO	1905529	Janitorial Supplies	£89.20	
	1903103	Credit for incorrect item	-£9.06	
ESPO				£80.14
Nutec Security Systems Ltd	64372	Annual Maintenance for Burglar Alarm 31/03/2015 - 30/03/2016		£213.16
Bluefish Office Products	IB368533	Office Supplies		£78.33
SLCC		Membership Subscription including ILCM 2015 - 2016		£310.00
Mayor's Charity Account		2 Tickets to civic event 29/04/2015		£30.00
Purchase Power	BC424488	Franking Machine Postage		£56.84
NCC Pension Account		Pension contribution for Mar 2015		£2,208.10
			Sub Total	£3,342.57
			TOTAL	£22,957.64

RESOLVED that the report be approved.

667.14 BANK RECONCILIATION

The Mayor presented the bank reconciliation as at 31 January 2015.

Councillors noted the balances held by the Council:

RTC Balances as at 31 January 2015	£
Nat West Business Reserve (1)	155,403.94
Nat West Business Reserve (2)	163,366.99
Nat West Current Account	10,749.32
Unity Trust Bank Current Account	102,487.57
Total	£432,007.82

RESOLVED that the bank and cash reconciliations for 31 January 2015 are agreed.

668.14 ANNUAL INSURANCE REVIEW 2015/16

The Clerk presented a report (Appendix 1) on the Annual Review of Insurance.

RESOLVED that:

- a) **The Annual Insurance review be approved**
- b) **That the fidelity guarantee be increased to £1 million with an additional premium of £56**

669.14 ANNUAL REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT, RISK MANAGEMENT AND INTERNAL CONTROL

The clerk presented a report (Appendix 2) on the Annual Review of The Effectiveness of Internal Audit, Risk Management and Internal Control.

RESOLVED that the annual review of the effectiveness of internal audit, risk management and internal control be approved.

670.14 JAG

Cllr Howell informed the meeting of the recent Futures workshop which she had attended which had proved to be extremely useful.

She reported that JAG priorities for the area continued to focus on speeding. If any members had particular areas of concern they advise Cllr Howell.

Anti-social behaviour in the area had reduced due to the work of Service 6.

Cllr Howell had worked with Northamptonshire County Council to successfully remove an untaxed and abandoned vehicle from Butts Road. Cllr Howell referred members to the ELVIS (End of Life Vehicle Impound Scheme) if they were aware of other abandoned vehicles. It was noted that advice on what to do if the vehicle had been abandoned on Raunds Town Council land was still being sought.

Cllr Howell reported that Katie Laws from Northamptonshire Police would be attending the vision for Raunds meeting to promote recruiting a special constable for the area.

Cllr Howell reported that PCSO Sean Taylor was moving on within Northamptonshire Police to become a police officer. PCSO Graham Cross would cover Raunds but this would not be a dedicated resource.

Cllr Harvey raised a concern regarding the safety of children playing in the road and asked if the PCSO's could target schools with safety information on this prior to the school holidays.

Members queried the feasibility of having a flashing speed sign for use within Raunds, this had previously been discounted due to the cost.

671.14 THE SADDLERS PROPOSED TRANSFER OF OPEN SPACE

The clerk presented a report (Appendix 3) on the proposed transfer of open space.

Members queried the size of the piece of land under consideration, insurance issues and possible flood risk. The clerk answered members' queries. The clerk confirmed that the commuted sum was sufficient for 10 years maintenance of the area.

It was agreed that signage and dog and litter bins were required in the area.

RESOLVED that the Council apply its seal to the transfer documents in respect of the open space and play area situated at The Saddlers, Weighbridge Way, Raunds.

672.14 VISION FOR RAUNDS

The chairman, Mr Eddie Hookway, reported on the forthcoming public meeting to seek volunteers. The meeting was being held on Wednesday 18th March 2015 at Saxon Hall. Cllr Howell is helping to promote the meeting.

Members thanked Mr Hookway for his report.

673.14 FOOTBALL FESTIVAL

To consider a request from Raunds Town Youth FC to hold a Football Festival at Bassfords Recreation ground. The date of the proposed festival was 31st May 2015.

RESOLVED that the football festival be approved in principal and that it be delegated to the clerk to ensure that suitable insurance cover and car parking provision was put in place.

There being no further business the meeting concluded at: 8.25pm

Confirmed..... (Town Mayor)

Meeting Date..... 14 April 2015.....

Appendix 1

RAUNDS TOWN COUNCIL

Annual Insurance Review and Policy Renewal

Summary: A report on the annual review of the Council's insurances.																					
Attachments: Policy schedules attached.																					
1.0	Background																				
1.1	The Council previously entered into a 3 year agreement (expires 31/3/17) with Zurich Municipal for the provision of its insurance. This enabled the Council to gain competitive rates of insurance and reduce the administrative costs of annual quotations.																				
1.2	Insurance is a major financial safeguard for Councils and forms an integral part of its risk management strategy and is one of the ways of mitigating risk.																				
1.3	An annual review is essential to ensure adequate levels of cover are maintained; although in practice, an underlying continual review takes place each time a new risk presents itself.																				
2.0	2015 Review																				
2.1	Against the background of an ongoing process of continual re-assessment, the annual insurance renewal presents an opportunity to look at the whole policy.																				
3.0	Buildings and contents																				
3.1	In 2011, we undertook a revaluation of our properties which resulted in changes to the insured values of our property. In addition, an annual increase in line with appropriate indices.																				
	<table border="1"> <thead> <tr> <th>Building</th> <th>Pre- revaluation</th> <th>2011 valuation</th> <th>2015 Valuation</th> </tr> </thead> <tbody> <tr> <td>The Hall</td> <td>£2,001,600</td> <td>£2,006,834</td> <td>£2,192,922</td> </tr> <tr> <td>Saxon Hall</td> <td>£930,000</td> <td>£1,357,666</td> <td>£1,483,559</td> </tr> <tr> <td>Cemetery Chapel</td> <td>£479,000</td> <td>£493,370</td> <td>£539,118</td> </tr> <tr> <td>Public Convenience</td> <td>£89,610</td> <td>£89,610</td> <td>£97,919</td> </tr> </tbody> </table>	Building	Pre- revaluation	2011 valuation	2015 Valuation	The Hall	£2,001,600	£2,006,834	£2,192,922	Saxon Hall	£930,000	£1,357,666	£1,483,559	Cemetery Chapel	£479,000	£493,370	£539,118	Public Convenience	£89,610	£89,610	£97,919
Building	Pre- revaluation	2011 valuation	2015 Valuation																		
The Hall	£2,001,600	£2,006,834	£2,192,922																		
Saxon Hall	£930,000	£1,357,666	£1,483,559																		
Cemetery Chapel	£479,000	£493,370	£539,118																		
Public Convenience	£89,610	£89,610	£97,919																		
3.2	Periodic revaluations ensure the values reflect an appropriate level of cover without paying excessive premiums.																				
4.0	Furniture, fixtures and fittings																				
4.1	Part C of Appendix 1 shows the amounts of cover provided for these items located at The Hall and Saxon Hall. The Council holds an up to date asset register. The sums insured appear adequate.																				
5.0	Public liability																				
5.1	The Council's public liability insurance increased last year from £10m to £15m; this maintains the Council's cover in line with present local authority requirements.																				
5.2	Whenever the Council provides a new service or amenity, the risks associated with that provision must be reported to the insurers to ensure cover is maintained.																				
6.0	Fidelity guarantee																				
6.1	The Council maintains cover of £500,000. The Precept for 2015/16 is £285,561 payable in two half yearly instalments. Other expected income will flow in during the year and is estimated at around £129,000. The budget for 2015/16 anticipates reserves of £380,585. Therefore, we could potentially hold in excess of £500,000 and arrangements are being made to increase this cover to £600,000.																				

7.0	Business Continuity
7.1	The Council has business interruption cover of £21,000 to cover costs involved in any event which stops the Council operating; such events as having to relocate due to fire etc. The policy provides 24 months of cover. Loss of revenue is also covered for up to £196,886.
8.0	Other risks
8.1	Employers Liability: £10,000,000 any one event Hirers liability: £2,000,000 Libel and Slander: £250,000 Civic Regalia: £14,420 (to be further increased) Skate park ext.: £16,000
8.2	When the Saddlers open space is transferred to the Council, additional insurance cover will be sought.
9.0	Uninsured risks
9.1	There remains three identified uninsured risks:
9.2	<i>Culverts</i> The Council risk management system (risk ref OS.02.1) identifies the culvert over parts of the town Brooke as a potential risk. The Council has identified a reserve of £20,000 for remedial action but in the event of a major collapse, Principal Council involvement would be essential.
9.3	<i>War Memorial</i> The memorial is currently uninsured.
9.4	<i>Benches</i> All new benches have been installed on concrete bases and bolted down for security. They are of generally robust design.
9.5	Past quotations (together with excess deductions) show that insuring these items is economically unviable.
10.0	Risk management
10.1	By providing adequate insurance cover, the Council can mitigate many of its risks.
10.2	Three outstanding insurance claims (all for subsidence) might affect future renewal premiums.
11.0	Financial implications
11.1	For comparison purposes, previous annual premiums (including IPT & VAT) have been : 2013/14 £15,519.32 2014/15 £9,191.91 2015/16 £9,259.09
11.2	The 2015/16 budget makes adequate provision to cover annual premiums.
12.0	Recommendation:
12.1	That the annual insurance review be approved.

Appendix 2

RAUNDS TOWN COUNCIL

Annual review of the effectiveness of internal audit, risk management and internal control

<p>Summary: A report to:</p> <ul style="list-style-type: none"> • Review the effectiveness of the internal audit, risk management and internal controls; • Review the policy on Financial (Internal) Control; • Review the terms of reference for 	
<p>Attachments: Appendix 1 – Policy for Financial (Internal) Control Appendix 2 – Terms of reference for Internal Audit – first approved March 2011 and reviewed annually. Appendix 3 -- Review of the effectiveness of the Internal Audit. Appendix 4 – Review progress on previous auditor's reports.</p>	
<p>1.0</p> <p>1.1</p> <p>1.2</p> <p>1.3</p> <p>1.4</p> <p>1.5</p> <p>1.6</p> <p>2.0</p> <p>2.1</p> <p>2.2</p> <p>2.3</p> <p>3.0</p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p>Introduction</p> <p>Internal auditing is an independent, objective assurance designed to add value and improve a Council's operations. It helps the Council achieve its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, internal control and governance processes.</p> <p>The aim of internal auditing is to act as a catalyst for improving an organisation's governance, risk management and management controls by providing insight and recommendations based on an assessment of an organisation's transactions, data and business processes.</p> <p>Internal audits independence, integrity and accountability provide the Council with an objective source of independent advice.</p> <p>The scope of internal auditing is broad and may involve topics such as governance, risk management, management controls over the efficiency and effectiveness of operations (including safeguarding of assets), the reliability of financial and management reporting, and compliance with laws and regulations.</p> <p>Internal auditing may also involve conducting proactive investigations into fraud to identify control breakdowns and establish financial loss.</p> <p>The Council is required to take appropriate action on all matters raised in reports from internal and external audit failure to do this may lead to a qualified audit opinion.</p> <p>The role of Councillors</p> <p>Paragraph 1.6 touches on the importance of the role of Councillors in having oversight of the whole process of internal audit, risk management and internal control. The policy on Financial Control sets this out in more detail.</p> <p>It is through this oversight, Members gain assurance that the Council is being run efficiently and effectively.</p> <p>In considering the reports of both internal and external auditors, as they are produced during the year, Councillors can determine any actions needed to improve the Council's performance.</p> <p>Policy on Financial (Internal) Control</p> <p>The Council adopted a policy on Financial Controls in 2011 (Appendix 1). This should be reviewed annually.</p> <p>The Council also appointed an Internal Controls Councillor (ICC) (the Chair of Policy & Resources); who, along with other Councillors, has conducted monthly checks in line with the Council's Policy. I am pleased to note he has not needed to report on any matters to either the Policy & Resources Committee or its former Finance & General Purposes Committee.</p> <p>Having considered the policy, unless modifications are requested, Council should resolve to re-adopt.</p>

<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>5.0</p> <p>5.1</p> <p>5.2</p> <p>6.0</p> <p>6.1</p> <p>6.2</p> <p>7.0</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>8.0</p> <p>8.1</p> <p>8.2</p> <p>9.0</p> <p>9.1</p>	<p>Internal Audit Service and its Terms of Reference</p> <p>The internal audit service is currently provided by NCalc (the Northamptonshire Association of local Councils), which provides the Council with an economical and efficient service meeting the needs of the Council. It is recommended that this arrangement continue for 2015/16 and the Council reappoint accordingly.</p> <p>The terms of reference for internal audit are set out in Appendix 2 and are included for the completeness of the report but, do not fall due for review this year.</p> <p>Effectiveness of internal audit</p> <p>It is good practice to review the effectiveness of internal audit and Appendix 3 sets out how the internal audit is conducted in an independent manner and establishes the rights of the auditor to access all documents etc. The report reviews how the required standards are achieved and effectiveness maintained.</p> <p>Council should review the report and, if satisfied, resolve to accept the review.</p> <p>Internal Auditors interim audit visit</p> <p>The Internal Auditor and the Clerk are due to meet on the 19th March, which will give him an opportunity to meet my replacement. His report will be brought to the April Council meeting.</p> <p>The Internal Auditor's report last year only made one suggestion which was resolved in a policy on reviewing Cemetery Fees. The annual external audit did not highlight any issues. The table in Appendix 4, shows how the Council has resolved past outstanding suggested improvements and Councillors will note there are currently no outstanding issues.</p> <p>Risk Management</p> <p>A comprehensive review of risks was carried out during August and September and approved by Council in October 2014. However, risk management remains an essential part of the Council's everyday business.</p> <p>Effective internal control and internal audit are fundamental to the process of managing risk within the authority.</p> <p>The proposals within this report will strengthen governance and support good risk management.</p> <p>The future of local government audit</p> <p>The Local Audit and Accountability Act 2014, has now been enacted. The Act will bring about the closure of the Audit Commission and in its place create a new framework for local audit.</p> <p>This will mean town and parish councils will in future be able to decide for themselves how to procure their own audit services from 2017. A future report will address this issue.</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1. Council re-adopts its policy on Financial Control (Appendix 1); 2. Resolves to reappoint the NCalc internal audit service for a further year; 3. that the Council, having reviewed the effectiveness of the internal audit, confirms: <ol style="list-style-type: none"> a) it is satisfied with the audit arrangements; b) it's satisfaction at the effectiveness of the service.
---	---

Appendix 3

RAUNDS TOWN COUNCIL

The Saddlers – Transfer of Public Open Space

Summary: A report on the measures necessary to conclude the transfer of the public open space.													
1.0	Background												
1.1	In September 2004, the Council entered into a Section 106 agreement with various parties including the developers of the site. Under the terms of the agreement, subject to certain terms, the Council agreed to take over the public open space.												
1.2	Subsequently, the Council has debated the matter on a number of occasions and made various resolutions:												
	<table border="1"> <thead> <tr> <th>Date</th> <th>Resolution</th> </tr> </thead> <tbody> <tr> <td>10/3/2009</td> <td>Agrees to adopt - ,accepts NOPC*</td> </tr> <tr> <td>12/5/2009</td> <td>Accepts NOPC as 9 Apr 2009</td> </tr> <tr> <td>9/3/2009</td> <td>Accepts commuted sum of £35,000 for play area and path only</td> </tr> <tr> <td>12/10/2010</td> <td>Substitutes £47,997.86 with 3% compound interest as Commuted sum otherwise agrees transfer documentation and asks developer to repair play equipment.</td> </tr> <tr> <td>14/8/2012</td> <td>Council agrees ELR's recommendation to a revised commuted sum of £55,642.67 and delegates to the Mayor, Chair of ELR and Clerk agree the terms in the transfer document.</td> </tr> </tbody> </table>	Date	Resolution	10/3/2009	Agrees to adopt - ,accepts NOPC*	12/5/2009	Accepts NOPC as 9 Apr 2009	9/3/2009	Accepts commuted sum of £35,000 for play area and path only	12/10/2010	Substitutes £47,997.86 with 3% compound interest as Commuted sum otherwise agrees transfer documentation and asks developer to repair play equipment.	14/8/2012	Council agrees ELR's recommendation to a revised commuted sum of £55,642.67 and delegates to the Mayor, Chair of ELR and Clerk agree the terms in the transfer document.
Date	Resolution												
10/3/2009	Agrees to adopt - ,accepts NOPC*												
12/5/2009	Accepts NOPC as 9 Apr 2009												
9/3/2009	Accepts commuted sum of £35,000 for play area and path only												
12/10/2010	Substitutes £47,997.86 with 3% compound interest as Commuted sum otherwise agrees transfer documentation and asks developer to repair play equipment.												
14/8/2012	Council agrees ELR's recommendation to a revised commuted sum of £55,642.67 and delegates to the Mayor, Chair of ELR and Clerk agree the terms in the transfer document.												
	* NOPC = Notice of practical completion												
1.3	As the developer was not prepared to pay the increased commuted sum, matters rested in abeyance until the Council wrote in February 2012 over the safety of the site and pointing out the developer's duty of care.												
1.4	Taylor Wimpey have now undertaken repairs to the play equipment and other renovations sufficient for the Council to proceed with the transfer.												
1.5	Professional independent oversight of the work has been undertaken by Seagrave Inspection Services, advising on the remedial works needed to bring the play area up to proper standards. The inspector checking the works is of the opinion the site is now ready for transfer.												
2.0	The commuted sum												
2.1	Following transfer of the site the developers will pay a commuted sum of £55,642.67.												
3.0	Financial Implications												
3.1	On the basis of our current costs for grounds maintenance, making allowance for the life of the equipment and a year-on-year uplift of 3% for inflation; the amount on offer appears sufficient for the ten year period the agreement is expected to cover.												
3.2	After ten years, the Council will meet the costs from its own budget; but this is no different to any other s106 agreement for open space. I would expect the Council to have been aware of this when it consented to be a party to the original s106 agreement.												
4.0	Action required												
	The Council has already resolved to adopt the site, however, to comply with standing orders, it												

4.1	now needs to formally resolve to apply its seal to the deed of transfer.
5.0	Risk management
5.1	The risks are similar to those borne by us in our existing open spaces, vandalism, wear, accident, anti social behaviour and eventual cost of paying for maintenance. Insurance will mitigate much of the risk.
5.2	A watercourse/culvert runs beside the POS but this is not included in the transfer and the risks for this remain the developer's responsibility.
6.0	Recommendations
6.1	That, in accordance with Standing Order 22, the Council resolves to apply its seal to the transfer documents in respect of the open space and play area situated at The Saddlers, Weighbridge Way Raunds.