

**MINUTES OF FINANCE & SCRUTINY (F & S) COMMITTEE OF TETBURY TOWN COUNCIL (TTC)**

Held at the Council Chambers, Tetbury on Monday 14 July 2014 at 7.00pm

**PRESENT** Cllrs S Hirst, T Walsh, L Brown, J Henderson, F Taylor-Drewe, C Pearce & Town Clerk Natalie Haines.

**FS1. 07/14 Apologies** Cllr S Ball

**FS2. 07/14 Public Consultation:** None

**FS3. 07/14 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms:** None

**FS4. 07/14 Adoption of F & S Committee Minutes 9<sup>th</sup> June:** Proposed Cllr Walsh seconded Cllr Henderson **Agreed** (1 abstention); Noting amendment to page 12;

*2014/2438 – volunteers were sought now that training was complete to further review TTC media and internet policy, Cllrs Henderson & Cllr Brown (media policy) and Cllr Ball & Cllr Walsh (internet and e-mail policy). Media policy on June agenda.*

**FS5. 07/14 Action Points from those minutes and not on the agenda:**

2013/2303 – Clerk to defer until 11/2014

2014/2438 – Agenda item

2014/2872 – Agenda item

7.06/14, 8.06/14, 11.06/14, 12.06/14, 20.06/14 & 25.06/14 – All completed and can now be removed

**FS6. 07/14 To agree renewed lease with Crickmay regarding TIC building:** It was proposed by Cllr Farnham and seconded by Cllr Walsh to agree lease and review future arrangements in November to inform budget setting.

**FS7. 07/14 To review financial regulations:** Deferred to September F & S

**FS8. 07/14 To review internet and e-mail policy:** Deferred until September F & S awaiting information from CDC re their recommended use of .gov.uk e-mail addresses, in addition it was suggested that the policy needed to define “confidential” and “commercially sensitive” data in the final paragraph.

**FS9. 07/14 To review Dolphins Hall service provision agreement:** It was proposed by Cllr Taylor-Drewe and seconded by Cllr Farnham to extend the agreement for 2 years **Agreed**. In addition Cllr Brown proposed and Cllr Taylor Drewe seconded the need for the clerk to undertake a review of the hours spent on Dolphins Hall and update Table one on the agreement **Agreed**.

**FS10. 07/14 To note forthcoming meeting of the corporate body acting as custodian trustees to 301633 Dolphins Hall restricted account following full council 21/07/2014:** Noted

**FS11. 07/14 To consider new machinery for ground staff:** Due to the anticipated cost of the equipment, clerk requested to provide a business case, which could be considered in October which could perhaps inform 2015/2016 budget.

**FS12. 07/14 To consider grant applications:** No grant applications received although clerk to send a form to Christchurch to support their forthcoming flower festival.

**FS13. 07/14 To agree future investment accounts:** As the account at Triodos is EU regulated it was proposed by Cllr Pearce and seconded by Cllr Taylor-Drewe that TTC invest £75,000 for a fixed two year term. **Agreed** (4 agreed, 2 against and 1 abstention).

**FS14. 07/14 To note budget to date:** Noted

**FS15. 07/14 To approve payment of TTC and TIC July accounts:**

TTC July accounts – Proposed Cllr Henderson seconded Cllr Brown. **Agreed**

It was proposed by Cllr Hirst and seconded by Cllr Walsh to approve both TIC and TTC July payment schedule, however due to the June income figures being omitted from the schedules a counter proposal to give authority to Clerk and one Cllr to amend schedules was recommended, updated schedules could then be checked at September's F & S meeting **Agreed**.

It was proposed by Cllr Walsh and seconded by Cllr Henderson to suspend standing orders **Agreed**. It was proposed by Cllr Hirst and seconded by Cllr Walsh to give authority to clerk to sign off August payments **Agreed**. It was proposed by Cllr Walsh and seconded by Cllr Hirst to reinstate standing orders **Agreed**.

**FS16. 07/14 To consider correspondence to date:**

The clerk had been asked to read out a copy of a letter sent from L Morgan (STEPS), it was agreed that no further action should be taken by TTC as Cllr Walsh had expressed his own personal opinion.

Thank you letters were read out from St Mary's school thanking the council for their grant towards a visit to the leavers assembly at the cathedral.

**FS17. 07/14 To receive brief Cllr reports:**

Cllr Walsh – Social housing signposting will be included in Mayors report for next month's advertiser, CDC are now dealing with Tesco's rubbish issue and Informal meeting with Bromford housing set up to discuss housing for elderly people.

Cllr Brown – Confirmed that he recently attended the recreational ground litter pick where 15 sacks of rubbish was collected and sympathised with Cllr Gibb's view at full council in June.

Cllr Taylor-Drewe – Confirmed that she had been out on site visits with Cllr Hirst and that they had noted that bins at the recreational ground appeared not to have been emptied and were full on a Friday PM, Cllr Taylor-Drewe also believed that our approach when dealing with youth was important.

Cllr Henderson – Had been unable to attend litter pick at the weekend and had gone out litter picking in the week.

**FS18. 07/14 To suggest items for next agenda on 8<sup>th</sup> September 2014 – Financial Regulations Review**

**FS19. 07/14 To note the date and time of the next F & S meeting 8<sup>th</sup> September 2014 at 7 pm.**

Meeting Closed at 9.00

Chairman ..... Date .....