

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

Held at the Council Chambers, Tetbury on Monday 9 June 2014 at 7.00pm

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

FS1. 06/14 To elect a Chairman and Vice Chairman It was proposed by Cllr Henderson seconded by Cllr Brown to elect Cllr Hirst as chairman – all agreed. It was proposed by Cllr Henderson seconded by Cllr Taylor-Drewe to elect Cllr Walsh as Vice Chair – all agreed.

FS2. 06/14 Note apologies for absence: Cllr Liz Farnham

FS3. 06/14 Public Consultation: None

FS4. 06/14 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms: Cllr Ball point 12. Grant application Dolphins Hall & Cllr Walsh point 12. Grant applications.

FS5. 06/14 Adoption of F & S Committee Minutes 14th April 2014: Proposed Cllr Henderson seconded Cllr Ball **Agreed**

FS6. 06/14 Action Points from those minutes and not on the agenda:

2013/2303 – Tree Preservation Order TPO noted @ Cookspool any future works require full TPO application form completed

2014/2873 - £60,000 now removed from Co-op future investments to be added to July Agenda

2014/2438 – volunteers were sought now that training was complete to further review TTC media and internet policy, Cllrs Henderson and Ball, Clerk to arrange meeting. Media policy on June agenda.

2014/2440 – Benches on grounds staff's list to do.

2014/2871 – On this agenda

2014/2442 – Complete therefore can be removed

2014/2872 – Meeting scheduled for 11/06/2014

2014/2874 – On this agenda

FS7. 06/14 To note end of year accounts 2013/2014 and approve annual return form: Annual return form and notes from Grant Thornton in 09/2013 were noted from previous year's accounts. It was proposed by Cllr Walsh and seconded by Cllr Henderson that accounts for 2013/2014 be referred to full council for approval. **Agreed**

FS8. 06/14 To agree 2014/2015 revised budget: It was proposed by Cllr Walsh and Seconded by Cllr Taylor-Drewe that the revised budget be approved. **Agreed**

FS9. 06/14 To review Financial Regulations: Deferred until 14/07/2014 meeting.

FS10. 06/14 To note our systems of checks performed well in tracking £5,000 Dolphin Hall payment in 2013/14: All agreed

FS11. 06/14 To consider condition survey for The Old Courthouse: It was proposed by Cllr Ball and seconded by Cllr Taylor-Drewe that we recommend to full council that we commence work on all items identified as priority one in this first year (estimated to be up to a maximum of £15,000). Consideration should be made to priority twos where it would be more efficient to get work completed at the same time as priority one's. **Agreed**

FS12. 06/14 To consider grant applications:

Dolphins Hall application to be referred to full council

Ryan Scotsford applicant to be signposted to other funders around the town as an individual application cannot be considered.

Tetbury Area Youth & Community Trust to be signposted to CDC Young people's allowance via Cllr Hirst.

St Mary's School Cllr Henderson Proposed and Cllr Felicity Drewe seconded a proposal to pay full £230.00 to the school. **Agreed.**

FS13. 06/14 To note Cllr training date: Noted 25/06/2014 6.30-9.00 at The Old Courthouse.

FS14. 06/14 To consider gas prices for forthcoming year: Proposed Cllr Pearce and seconded Cllr Ball for clerk to co-ordinate best deal on behalf of the council. **Agreed**

FS15. 06/14 To note reviewed Tetbury Town Council Asset Register: Noted

FS16. 06/14 To note insurance arrangements for 2014/2015: Noted

FS17. 06/14 To consider revised media policy: Subject to amendment of Point 3 "fellow member" and additional sentence added to the end of Point 4 "At no time must the council be brought into disrepute." Media policy to be taken to full council for approval.

FS18. 06/14 To receive update on investment accounts: The clerk confirmed that £60,317.27 had been removed from the Co-op and was currently with Lloyds Bank. A review of all investments would be added to July F & S agenda.

FS19.06/14 To approve payment of TTC & TIC April & May accounts:

TTC May and June – Proposed Cllr Henderson seconded Cllr Brown. **Agreed**

TIC May and June – Proposed Cllr Ball seconded Cllr Pearce. **Agreed**

FS20. 06/14 To consider correspondence received to date: Letter received from Independence Trust concerning room hire, clerk to explore possible room hire charges without making a long term commitment to the use of the room. Email received from Malc Philby concerning general upkeep of Tetbury, Clerk to reply.

FS21. 06/14 Receive brief Cllr reports: Cllr Brown raised concern about an area of overgrown grass in St Mary's churchyard clerk to follow up. Cllr Pearce raised concern about the pathway in St Saviours Clerk to arrange for pathway to be fixed. Cllr Henderson shared information concerning the Gloucestershire County Council "Active Together", clerk to action and share.

FS22. 06/14 Items for next Agenda:

Financial regulations review

Investments review

Grant application as a regular item

FS23. 06/14 To note the date and time of the next F & S meeting 14/07/2014 7pm

Meeting Closed at 9.00

Chairman Date