

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

Held at the Council Chambers, Tetbury on Monday 11th May 2015 at 7.00pm

PRESENT Cllrs S Hirst, S Ball, C Pearce, J Henderson & in attendance Cllr Martin Lea, Mark Steedman & Town Clerk Natalie Haines.

FS1. 05/15 Apologies Cllrs T Walsh, L Brown, T Stevenson, B Bergius & L Farnham

FS2. 05/15 Public Consultation: None

FS3. 05/15 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms: None

FS4. 05/15 Adoption of F & S Committee Minutes 20th April 2015: Proposed Cllr Hirst seconded Cllr Henderson **Agreed. (1 Abstention)**

FS5. 05/15 Action Points from those minutes and not on the agenda:

Ref	ACTION	WHO	STATUS
FS9.03/15	Speak to Malcolm Philby re Skate park EMR	Deputy Clerk	Await advice from Malcolm
FS6.04/15	Write to; Tetbury District Footpath Group, St Mary's Lunch Club & Tetbury Youth	Clerk	Email sent to Tetbury and District Footpath Group 27/04, St Mary's telephoned they confirmed they would like cheque for £500.00 and the youth club have confirmed they will attend June's full council.
FS8.04/15	Organise appropriate tree surveys	Clerk	Contact made with Mark Berry CDC for advice, tree surveys are likely to need to be carried out as they should be based on type, condition and age of tree and vary from between 6 monthly to 18 monthly, Mark to advise on qualified person who can help
FS9.04/15	H & S policy needs further review	Clerk	Meeting with Sian from Sure team Friday 24/04 H & S audit and Fire risk assessment commissioned await her results
FS10.04/15	To carry out necessary works towards internal audit	Clerk	Ongoing

FS6. 05/15 To review standing orders – It was proposed by Cllr Henderson and seconded by Cllr Ball seconded that standing orders be altered in accordance with all proposed amendments. **Agreed.** Cllr Ball thanked the clerk for all of her hard work in reviewing the standing orders.

FS7. 05/15 To review financial regulations – It was proposed by Cllr Ball and seconded by Cllr Henderson that the financial regulations be accepted in accordance with all proposed amendments. **Agreed.** In addition the Dolphins Hall Management Committee were to be asked to produce a regular update to F & S in the future including up to date information on funding and costs of the new build. It was also felt that the new business plan (currently being produced) would help both the trustees and the council to fully assess the sustainability of the Dolphins Hall new build in the future.

FS8. 05/15 To receive brief Councillor – It was noted that the Dolphins Hall Management Committee Chair had declined the invitation to a separate meeting regarding the burial ground and that the invitation to present to the management trustees on the 26th May would be attended by a small group of Cllrs as originally proposed.

Clerk to organise meeting to discuss presentation.

FS9. 05/15 To suggest items for next agenda on 8th June 2015 - none

FS10. 05/15 To note the date and time of the next F & S meeting 8th June 2015 at 7pm

Meeting Closed at 9.00

Chairman Date