

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

Held at the Council Chambers, Tetbury on Monday 20th April 2015 at 7.00pm

PRESENT Cllrs S Hirst, S Ball, C Pearce, J Henderson, L Brown, B Bergius, & in attendance Mark Steedman & Town Clerk Natalie Haines.

FS1. 04/15 Apologies Cllrs T Walsh & L Farnham

FS2. 04/15 Public Consultation: None

FS3. 04/15 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms: None

FS4. 04/15 Adoption of F & S Committee Minutes 9th March 2015: subject to small amendments
Proposed Cllr Ball seconded Cllr Pearce **Agreed. (1 Abstention)**

FS5. 04/15 Action Points from those minutes and not on the agenda:

Ref	ACTION	WHO	STATUS
FS10. 01/15	Clerk to proceed with new website	Clerk	New site now live this item can be deleted
FS11. 01/15	Flat snags, redecoration and release	Clerk/ Grounds staff	Tenant moved in 20/03/2015 can now be deleted
FS14. 01/15	Request GAPTC to carry out audit	Clerk	Completed 04/03 audit results received and on agenda can now be deleted?
FS9.03/15	Burial income to be added to EMR burials in future budget, Speak to Malcolm Philby re Skate park EMR	Clerk Deputy Clerk	Completed can now be deleted Await advice from Malcolm
FS9. 02/15	Handover document	Clerk	Signed off by full council 03/2015 – can now be deleted

FS6. 04/15 To Consider Grant Applications: Tetbury District Footpath Group – it was felt that although TTC is in support of the group it did not feel that the booklet costs were value for money, it was suggested that the group could possibly seek sponsorship from local businesses for the printing and art work costs associated with this particular project, it was proposed by Cllr Henderson and seconded by Cllr Bergius to turn this application down. **Agreed. St Mary's Day Centre** – Cllr Hirst declared an interest in this group through his associations with Cotswold Volunteer Services (CVS) it was proposed by Cllr Pearce and seconded by Cllr Henderson that we agree a grant of £500.00 to St Mary's. **Agreed (1 Abstention).**
Tetbury Area Youth and Community Trust - Given the funds requested and queries surrounding the accounts provided it was suggested that we invite the group into the next available F & S meeting to address any questions.

FS7. 04/15 To approve payments of TTC & TIC April 2015–

TIC April TIC payment schedule totaling £3,941.87 – Proposed Cllr Henderson seconded Cllr Ball. **Agreed**

TTC April TTC payment schedule totaling £35,058.36 – Proposed Cllr Henderson seconded Cllr Pearce. **Agreed**

FS8. 04/15 To note budget report to end of March & draft end of financial year's figures – noted with some discussions regarding a possible future account line for tree works, it was suggested that a further tree survey across the town may need to be carried out which would then perhaps give us an indication of the amount of reserves that may be needed for future tree works.

FS9. 04/15 To review and approve council policies;

Code of Conduct – Cllrs felt they needed for time to consider this document item deferred until 06/2015.

Remit of Committees – Following discussion regarding the introduction of a possible new estates committees it was suggested that we take the document in its current form to full council.

Equal Opportunities – It was proposed by Cllr Bergius and seconded Cllr Hirst that the policy be agreed and taken to full council **Agreed**.

Publication Scheme - It was proposed by Cllr Henderson and seconded Cllr Hirst that the policy be agreed and taken to full council **Agreed**.

Media Guidance - It was proposed by Cllr Henderson and seconded Cllr Ball that the policy be agreed and taken to full council **Agreed**.

Health and Safety - Cllrs felt that there was some detail that needed further consideration and discussion and would like a further opportunity to discuss at June's F & S meeting. Particular concerns were raised concerning generic risk assessments, working with heights, tenant fire precautions, personal alarms, panic buttons and mobile phones.

FS10. 04/15 To receive internal audit report – The report was noted, Cllr Ball offered her support to the clerk to carry our necessary generic risk assessments and clerk to work through highlighted issues and report back to F & S.

FS11. 04/15 To note annual return date – Dully noted

FS12. 04/15 To note budget report for last financial year – see item FS8. 04/15

FS13. 04/15 None

FS14. 04/15 Cllr Pearce raised concern regarding the dolphins hall management committee and the feasibility of the new development in particular he was concerned about the lack of business plan and that a number of sports clubs were not now committed to the project. In addition concern was raised regarding the "closed session planned after the AGM on 21/04/2015, and whether as a charity this could be allowed.

FS15. 04/15 To suggest items for next agenda on 9th March 2015 – H & S Policy & Code of Conduct

FS16. 04/15 To note the date and time of the next F & S meeting 8th June 2015 at 7pm

Meeting Closed at 9.25

Chairman Date