

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

Held at the Council Chambers, Tetbury on Monday 19th February 2015 at 7.00pm

PRESENT Cllrs S Hirst, S Ball, L Brown, T Walsh, C Pearce, J Henderson, M Steedman, B Bergius, L Farnham (from item 10) & Town Clerk Natalie Haines.

FS1. 02/15 Apologies Cllr L Farnham up to item 10

FS2. 02/15 Public Consultation: None

FS3. 02/15 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms: None

FS4. 02/15 Adoption of F & S Committee Minutes 19th January: Proposed Cllr Henderson seconded Cllr Ball Agreed.

FS5. 02/14 Action Points from those minutes and not on the agenda:

Ref	ACTION	WHO	STATUS
FS6. 01/15	Write to St Mary's School re grant application for forest school	Clerk	Completed can now be removed
FS8. 01/15	Precept request to be added to full council agenda	Clerk	Completed can now be removed
FS9. 01/15	Administration of ashes at St Saviours to be discussed at H & R	Clerk	Completed added to H & R agenda (February) awaiting notification from PCC
FS10. 01/15	Clerk to proceed with new website	Clerk	Front Room currently working on site and logo
FS11. 01/15	Flat snags and redecoration	Clerk/ Grounds staff	Being completed
FS12. 01/15	Register for foundation level award (Council Award Scheme)	Clerk	Completed, can be removed from action list and add to be reviewed in 6 months whilst working towards quality award level
FS13. 01/15	Recommendation made to full council re community governance review regarding warding in Tetbury	Clerk	E-mail requesting review sent to Nigel Adams 10/02
FS14. 01/15	Request GAPTC to carry out audit	Clerk	Completed received GAPTC acknowledgement await date of audit
FS15. 01/15	Contact Andrea Pellegram to co-ordinate meeting Circulate election update to all Cllrs	Clerk	Not completed still to do Completed can now be deleted

FS6. 02/15 To Consider Grant Applications: None

FS7. 02/15 To approve payments of TTC & TIC February 2015 January 2015 –

TTC January accounts – Proposed Cllr Henderson seconded Cllr Pearce. **Agreed**

TIC January accounts – Proposed Cllr Ball seconded Cllr Henderson. **Agreed**

FS8. 02/15 To note budget report to end of January – noted

FS9. 02/15 To agree next steps regarding action plans and handover document to newly appointed

Cllrs – It was proposed by Cllr Walsh and seconded by Cllr Ball to put together a small working group, meeting scheduled for 19th February 9.30 for those Cllrs wishing to get involved **Agreed**. Stephen and Natalie to update the Top 10 spends with notes on Dolphins Hall & Goods Shed.

FS10. 02/15 To consider draft budget for TTC & TIC 2015/2016 – It was proposed by Cllr Henderson and seconded by Cllr Walsh to submit draft budget to full council **Agreed**.

FS11. 02/15 To consider any correspondence received to date – Cllr Hirst read out a thank you letter from St Mary's Monday Club Thanking the council for their Grant. Clerk to deal with request for payment from Historic Town Forum.

FS12. 02/15 To receive brief Cllr reports – Cllr Steedman suggested updating public on grant funds awarded to local groups, Cllr Walsh shared the good news of the OFSTED Good for St Mary's school and Cllr Hirst asked for an update concerning the bolder in the yard.

FS13. 02/15 To suggest items for next agenda on 9th March 2015 – Succession/handover document, buildings proposals and budget.

FS14. 02/15 To note the date and time of the next F & S meeting 9th March 2015 at 7pm

Meeting Closed at 8.10

Chairman Date