

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

Held at the Council Chambers, Tetbury on Monday 19<sup>th</sup> January 2015 at 7.00pm

**PRESENT** Cllrs S Hirst, S Ball, L Brown, J Henderson, M Steedman, L Farnham & Town Clerk Natalie Haines.

**FS1. 01/15 Apologies** Cllrs T Walsh & C Pearce

**FS2. 01/15 Public Consultation:** None

**FS3. 01/15 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms:** None

**FS4. 01/15 Adoption of F & S Committee Minutes 10<sup>th</sup> November:** Proposed Cllr Henderson seconded Cllr Steedman **Agreed.**

**FS5. 09/14 Action Points from those minutes and not on the agenda:**

FS6.11/14 – CVS Grant paid item can now be removed.

FS8.11/14 – Roof works completed 15/01 item can now be removed.

FS12.11/14 – First Aid training planned for 28/01 item can now be removed.

**FS6. 01/15 To Consider Grant Applications:** Application received from St Mary's School to help the building of a forest school. It was proposed by Cllr Hirst and seconded by Cllr Farnham that we write to the school explaining that the grant funds have been spent for this financial year and that the school could reapply in April 2015 when a new fund would be allocated, the application would need to be taken to full council given the requested amount of £1,000 and would need to reassure Cllrs that the facility could be used by other groups. **Agreed.**

**FS7. 01/15 To approve payment of TTC & TIC December and January accounts and note budget report to end of December 2014 –**

TTC December accounts – Proposed Cllr Hirst seconded Cllr Henderson. **Agreed**

TIC December accounts – Proposed Cllr Farnham seconded Cllr Hirst. **Agreed**

TTC January accounts – Proposed Cllr Hirst seconded Cllr Farnham. **Agreed** noting credit for un-provided Christmas lights of £60.60.

TIC January accounts – Proposed Cllr Farnham seconded Cllr Brown. **Agreed**

**FS8. 01/15 To consider draft budget for TTC & TIC 2015/16 and subsequent precept request –** noting this year's reduction in income at the TIC, the need to scrutinise this year's TIC's budget overspends and after considerable discussion regarding the possible need for a precept increase it was proposed by Cllr Steedman and seconded by Cllr Henderson that F & S would recommend at full council that this year's precept request be increased by 4% **Agreed.** Cllr Hirst to provide the amount per property increase to full council. It was recommended that action plans be sought for the top 5 budget spends and those H & R budgets which were proposing to be carried forward into next year.

**FS9. 01/15 To agree burial regulations** – It was proposed by Cllr Farnham and seconded by Cllr Henderson that regulation be approved **Agreed**. It was noted that the PCC had requested that TTC take on the administration of ashes at St Saviours, it was suggested that a recommendation from H & R be made to full council on any such changes so that full council could consider implications on staff time etc.

**FS10. 01/15 To consider costs of TTC’s new website** – It was proposed by Cllr Farnham and seconded by Cllr Henderson that we accept the quotation from “The Front Room” and proceed with the new website **Agreed**.

**FS11. 01/15 To agree way forward with flat rental** – everyone agreed that the flat should be re let ASAP, Colin and David will redecorate over the next couple of weeks and other snags will be carried out ASAP.

**FS12. 01/15 To consider new council award scheme** – It was proposed by Cllr Farnham and seconded by Cllr Ball that we register for the foundation level immediately with a view to working to quality award level ASAP. **Agreed**. To be reviewed in 6 months.

**FS13. 01/15 To consider CDC correspondence regarding warding of Tetbury** – It was felt that the consultation process felt very un democratic and it was agreed that recommendations to full council should be to request CDC to undertake a further community governance review regarding the future warding of Tetbury.

**FS14. 01/15 To agree to commission GAPTC to carry out TTC financial internal audit** – It was proposed by Cllr Farnham and seconded by Cllr Henderson that we commission GAPTC to carry out our internal audit ASAP. **Agreed Cllr Hirst abstained as Chair of GAPTC**

**FS15. 01/15 To consider any correspondence received to date** – An e-mail from Andrea Pellegram offering help with our response to CDC’s draft local plan, clerk to arrange meeting. Election update-1 received from CDC will be circulated to all Cllrs.

**FS16. 01/15 To receive brief Cllr reports** – Cllr Henderson explained that the church were considering setting up a credit union in Tetbury, everyone felt sure that TTC would like to help by offering office/meeting space once required.

**FS17. 01/15 To suggest items for next agenda on 9<sup>th</sup> February 2015** – Action plans and handover notes for new council.

**FS18. 01/15 To note the date and time of the next F & S meeting 9<sup>th</sup> February 2015 at 7pm**

Meeting Closed at 8.45

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