

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

Held at the Council Chambers, Tetbury on Monday 9<sup>th</sup> March 2015 at 7.00pm

**PRESENT** Cllrs S Hirst, S Ball, T Walsh, C Pearce, J Henderson, M Steedman, B Bergius, L Farnham & Town Clerk Natalie Haines.

**FS1. 03/15 Apologies** Cllr L Brown

**FS2. 03/15 Public Consultation:** None

**FS3. 03/15 Declarations of Pecuniary Interest in items on the agenda and not already noted on the Register of Interest Forms:** None

**FS4. 03/15 Adoption of F & S Committee Minutes 9<sup>th</sup> February 2015:** Proposed Cllr Henderson seconded Cllr Pearce **Agreed**.

**FS5. 03/15 Action Points from those minutes and not on the agenda:**

Ref	ACTION	WHO	STATUS
FS9. 01/15	Administration of ashes at St Saviours to be discussed at H & R	Clerk	Referred to H & R
FS10. 01/15	Clerk to proceed with new website	Clerk	Front Room currently working on site and logo
FS11. 01/15	Flat snags, redecoration and release	Clerk/ Grounds staff	Complete can now be removed, tenant references requested 03/03
FS14. 01/15	Request GAPTC to carry out audit	Clerk	Completed 04/03 await report
FS15. 01/15	Contact Andrea Pellegram to co-ordinate meeting	Clerk	Completed can be removed
FS9. 02/15	Set up working group to consider handover document and succession planning	Clerk	19/02/2015 9.30 council offices on agenda can be removed
FS10. 02/15	Submit draft budget to full council	Clerk	Added to full council agenda for March

**FS6. 03/15 To Consider Grant Applications:** None

**FS7. 03/15 To approve payments of TTC & TIC February 2015 January 2015 –**

TTC February payments of TTC accounts – Proposed Cllr Walsh seconded Cllr Pearce. **Agreed**

TIC February payments of TIC accounts – Proposed Cllr Ball seconded Cllr Henderson. **Agreed**

**FS8. 03/15 To note budget report to end of February – noted** with some amendments;

**FS9. 03/15 To agree hand over document to newly appointed Cllrs – Agreed.** With the following amendments

1. Burial income for 2014-2015 to be allocated to burial ground EMR
2. EMR for Skate park need to be discussed with Malcolm Philby
3. Any reference to Dolphins Hall restricted account needs to be reworded to restricted recreation ground fund.
4. "we require you to attend a one day course" recommendation was to take to next full council.

**FS10. 03/15 To consider draft budget for TTC & TIC 2015/2016** – It was noted that last year Band D Council tax payers would have paid £1547.68 pa and that due to CDC reducing their council tax Band D council tax payers this year would pay £1543.30 pa even with our increase. It was proposed by Cllr Farnham and seconded by Cllr Walsh that TTC budget be agreed noting that the underspend remaining at the end of March in the following budget lines be carried forward;

Buildings & Maintenance, Goods Shed, Open Spaces, playground inspection and repairs, projects and Highways **Agreed.**

It was proposed by Cllr Farnham and seconded by Cllr Ball further investigation take place with regard to Sunday opening times and that this be discussed with TIC manager and H & R. Any suggestions should include savings in budget to make investment for change **Agreed.**

**FS11. 03/15 To agree partnership grant agreement with CDC and the TIC** – It was proposed by Cllr Farnham and seconded by Cllr Walsh that we accept the partnership agreement **Agreed**

**FS12. 03/15 To note clerk's burial report and decide recommendations to full council** - In addition to the report the clerk shared the latest letter that had been received from the solicitors. It was proposed by Cllr Farnham and seconded by Cllr Walsh that the clerk approach the Dolphin's Hall Management Trust for a meeting perhaps 3 trustees and 3 Cllrs to discuss a possible purchase of some land. **Agreed**

**FS13. 03/15 To review buildings plans and decide options to be recommended to full council** – It was made clear that any profit made from the sale of assets would have to go to a capital project, it was proposed by Cllr Farnham and seconded by Cllr Walsh that further exploratory work needed to take place into option one before a decision could be put forward **Agreed**

**FS14. 03/15 To note policy review dates** – Noted with some additions i.e. Equal Opportunities and Freedom of Information.

**FS15. 03/15 To consider any correspondence received to date** – Clerk had been approached by a financial advisor looking for office space, clerk to proceed.

**FS16. 03/15 To receive brief Councillor reports** – Cllr Walsh regarding role of honour to be taken to H & R. Cllr Pearce regarding Classic Car show and issues with access to the proposed new venue of SWR school, to be taken to next highways committee meeting 18/03. Cllr Farnham regarding advice of disposing of dta when coming to the end of office, advised to bring in any paper copies to office for shredding.

**FS17. 03/15 To suggest items for next agenda on 9<sup>th</sup> March 2015** – none

**FS14. 03/15 To note the date and time of the next F & S meeting 20<sup>th</sup> April 2015 at 7pm**

Meeting Closed at 8.10

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