

**MINUTES OF A MEETING OF THE
FINANCE AND SCRUTINY COMMITTEE**
Held by video conference on Monday 8th February 2021 at 7.00pm

PRESENT:

Councillors: Stephen Hirst (Vice Chair), Peter Coleman, Nikki Ind, Ann Pearce, Colin Pearce, Judith Taylor, Tony Walsh

Officers: Tara Niblett – Chief Executive Officer

Public:

FS01. 02/21 Apologies for absence:

None

FS02. 02/21 Declarations of Interest:

Cllr A Walsh – President of Cricket and Rugby Club

Cllr N Ind – District Cllr

FS03. 02/21 Public Consultation:

How much did the agreement between TTC and the DRC cost and why was this agreement drawn up when the DRC advised they were not going to sign the agreement?

At EGM referred to FOI as waste of time, due to the timescale why are the Town Council taking so long to administer and when will the request be responded to?

Monitoring officer deals with Code of Conduct, TTC failure to follow correct procedures are still open and need to be dealt with, confirm timescale and when an investigation will take place?

In October 2020 S106 advice was received which the Council ignored and voted to do the opposite, on 4th February 2021 when presented with advice Council approved the advice received, why are the Council only now listening to this advice now?

In an email sent by a Councillor on 15th July 2020, it stated the DRC application does adhere to S106 but TTC need to ask if the project is what the Community wants. Why has the funds not been released? TTC should accept that this is what the Community wants as 1200 people have signed a petition.

At the May 2020 F&S meeting, DRC requested funds to be forwarded at this moment in time this point has not been responded to.

At the EGM on 4th February 2021, it was noted that Cllr C Pearce picking up war memorial wreath, what action is now being taken? When will Councillor be providing an apology?

FS04. 02/21 To approve the minutes of the meeting held on 18th January 2021:

It was proposed by Cllr C Pearce, seconded Cllr Taylor to approve the minutes of the meeting held on 18th January 2021.

Voting Record:	For – 7	Against – 0	Abstentions – 1	Absent - 0
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FS05. 02/21 To note action points from previous meetings:

Arrange Emergency scenario exercise – To be removed due to lockdown

To allocate, review and update each policy and procedure – 3 policies on agenda to be approved,

To review SLA with DHMC – On-going

Grant from Tesco regarding COVID-19 Grant has been extended until January 2021

Contact CDC to request SWRS106 monies reallocation – CDC still awaiting a response from the housing developer, District Cllr Hirst to make contact with CDC Planning to provide an update

Contact Solicitor regarding amendment of Unilateral Undertaking – Remove application until position regarding Official Custodian is resolved

FS06. 02/21 To note Financial Summary, Bank Reconciliation to the end of January 2021:

The Committee noted that as of 31st January 2021 the balance in the TTC current account £144,076.82 of which £137,353.21 is from the Highfield S106 monies, TTC Deposit Account £209,646.36, 3 month fixed term account £371,002 (SIACS106 monies) and VIC Current account £3,369.37.

FS07. 02/21 To approve payments for February 2021, and estimate transfer of funds:

The February payments from the TTC Current account amounting to £20,175.78 and the February payments from the VIC Current Account amounting to £3,031.70 were presented to the Committee for authorisation. The CEO requested a transfer of funds of £25,000. It was proposed by Cllr O'Connor, seconded Cllr Hirst to approve the February payments and transfer of funds.

Voting Record:	For – 8	Against – 0	Abstentions – 0	Absent - 0
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FS08. 02/21 To note income and expenditure for Month 10:

Noted

FS09. 02/21 To approve the Reserves Policy, Risk Management Strategy and Grants over £500

Following a minor amendment on the Grants over £500, it was proposed by Cllr Hirst, seconded Cllr Taylor to approve all 3 policies.

Voting Record:	For – 7	Against – 0	Abstentions – 1	Absent - 0
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FS10. 02/21 To consider and approve the works for Cookspool:

As we have only received one quotation to date, it was requested that this item is moved to the March Finance and Scrutiny meeting. The committee were advised that due to the water levels these works would not be able to be completed until these levels have reduced. It was also noted that TTC needs to carry out a survey on whether there are any golden crested newts before any works can commence.

FS11. 02/21 To consider setting up strategic funding for various organisations:

Committee were advised that there are currently 4 organisations who request donations over £1,000 on an annual basis to provide useful resources for residents of the town, these are Citizens Advice Bureau, Elderly Care St Marys, Dolphins Hall and Tetbury Area Youth and Community Trust (TAYCT). It was recommended that the Town Council provides a strategic grant for all of the se organisations which will be reviewed bi-annually. The grants will be paid to all organisations the first month following the receipt of the precept. It was proposed by Cllr Hirst, seconded Cllr O'Connor to approve the strategic funding for these organisations.

Voting Record:	For – 8	Against – 0	Abstentions – 0	Absent - 0
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FS12. 02/21 Correspondence Received:

RBS will be carrying out the year-end account procedure on 18th May 2021.

Have received confirmation that the allotments at Highfield Farm we are now in a position to be transferred to the Town Council. CEO to instruct Solicitor to proceed on our behalf.

Two letters have been received from the Chair of the DRC, both these letters have been noted and a formal response will be sent to the DRC in due course, we need to look at ways to move forward and to bring closure to these outstanding issues.

FS13. 02/21 Councillor Reports:

Cllr Hirst – embarrassed about the questions being asked this evening, look at amending our standing orders for members of the public to write in with their questions 7 days before the meeting in order for the Committee to be prepared to answer these questions.

Cllr A Pearce – read out an email received from CDC in relation to one of the comments made earlier

Cllr Walsh – Advised the Drs surgery will contact individuals when they are ready to receive the COVID vaccinations, there is an online form you will need to complete with the vaccinations taking place at Cirencester hospital.

FS14. 02/21 Items for the next meeting:

Working Group updates in relation to DRC and TTC, Cookspool

FS15. 02/21 Date of next meeting – Monday 8th March, 7pm

FS16. 02/21 Exclusion of the Public and Press to allow discussion of confidential business:

It was proposed by Cllr Ind, seconded Cllr Walsh that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following item of business on the grounds it involved the likely disclosure of confidential information (as defined in paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

Voting Record:	For – 8	Against – 0	Abstentions – 0	Absent - 0
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Meeting closed 8.10pm

FS17. 02/21 To approve confidential minutes held on 18th January 2021:

It was proposed by Cllr Ind, seconded Cllr C Pearce to approve the confidential minutes held on 18th January 2021.

Voting Record:	For – 6	Against – 0	Abstentions – 2	Absent - 0
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FS18. 02/21 Staffing Matters:

To discuss correspondence received from a member of staff