

Minutes – subject to acceptance as a correct record at the next meeting of the Finance & Strategy Committee – to be held on 22nd February 2010

MINUTES OF PROCEEDINGS OF THE FINANCE & STRATEGY COMMITTEE MEETING HELD ON MONDAY 11TH JANUARY 2010 IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present: Councillors S Lewis (Convenor of Committee)
Mrs S Latchford (Vice-Chair of Town Council)
Mrs P Swain
Mrs T Watt

In Attendance: R Lacey – Town Clerk

Apologies: Councillor Mrs M Ross (Chair of Town Council)

F1/48 DECLARATIONS OF INTEREST

Members are reminded of their obligation, within the requirements of the Adopted Model Code of Conduct, to declare any personal or prejudicial interests where applicable.

There were no requests for declarations of interest to be recorded.

F1/49 TO APPROVE THE MINUTES OF THE COMMITTEE MEETING HELD ON 23RD NOVEMBER 2009

The Minutes of the Committee meeting held on 23rd November 2009 are attached for approval.

Members present Resolved to approve the Minutes as recorded.

F1/50 UPDATE OF MATTERS ARISING FROM PREVIOUS MINUTES

a) Progress Check on Previously Agreed Committee Actions

An updated progress check list is enclosed for Members' information.

Members present considered the current progress of Committee actions and updates were amended accordingly as per the enclosed list.

b) Town Council Communication Strategy

i) Newsletter

The Newsletter Editors have advised that publication of Edition 7 should take place at the end of February. Details of potential articles will be given at the meeting and Members may wish to comment.

The Town Clerk advised Members present of the current article headings for the next publication due out in February. Members present were satisfied with the proposed content.

The Town Clerk also advised that he had met with James Brown to discuss possible changes that could be implemented to assist readers with visual impairments. Small modifications had been identified and these would be actioned in subsequent issues.

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b) Town Council Communication Strategy (cont'd)

ii) Ward Surgeries

Members may wish to consider the next Surgery date, possibly early March, and the venue for the event.

Members present discussed the format of further Surgeries and Resolved to Recommend to full Town Council that:

The next full Town Council Surgery should be held on 20th March 2010 in a marquee on the Town Green outside the High Street Medical Centre.

The event will run from 10.00am to 12 noon and all Councillors would be encouraged to participate.

c) Town Council – Quality Council Status

Re: Minute Nos. F1/42(c) of 23.11.09; F1/35 of 12.10.09; F1/27 of 24.8.09; F1/18 of 20.7.09; F1/05 of 8.6.09; E/245(d) of 20.4.09; E1/239 of 2.3.09; E1/232 of 19.1.09

Councillor Lewis (Convenor of Committee) and the Town Clerk are due to meet on 13th January 2010 to assess the preliminary position on application for Quality Status.

Councillor Lewis (Convenor of Committee) advised Members present that the meeting with the Town Clerk would be held on 13th January 2010 to progress this item.

The Town Clerk, however, advised Members present that due to recent criteria changes the Town Council would not be able to apply for Quality Status until after the next Town Council elections in 2011. Although based on the 2007 election the criteria for elected Members was met this had now altered with the turnover of Members and appointment of co-opted Councillors since that date. The proposition to apply for Quality Council Status after the next Town Council elections will be issued at the meeting on the 13th January and reported back to the Committee accordingly.

d) Stonehouse Police Station

It is now hoped to re-arrange the meeting with Assistant Chief Constable Twydell prior to next Committee.

Members presented re-affirmed that they would like the meeting with Assistant Chief Constable Twydell to be held and that other issues regarding service to the community, in addition to the reception, should be pursued.

e) Youth Strategy

Re: Minute No. F1/42(f) of 23.11.09

Youth Facilities

Members may wish to be appraised of the current position regarding existing facilities and the Working Group will need to meet urgently to assess the strategy for progressing this work.

(Working Group: Councillors Mrs Ross, Mrs Sheridan, Mrs Watt, Mr Aldis and Mrs Swain.)

Members present were advised of the present position regarding the Church Hall/ Youth Centre. The Working Group were strongly encouraged to meet as soon as possible to discuss the current situation and way forward.

f) **Annual Town Meeting**

Re: Minute Nos. F1/42(g) of 23.11.09; F1/35(g) of 12.10.09; F1/27(g) of 24.8.09

Whilst it has been agreed that Councillors Lewis (Convenor of Committee) and Councillor Mrs Ross (Chair of Town Council) will attend the training session in March 2010, do the Committee wish to agree a date for the Annual Town Meeting?

Members present discussed possible dates for this meeting and Resolved to Recommend to full Town Council that it be held on Wednesday 19th May 2010.

F1/51 TOWN COUNCIL ACCOUNTS

a) **Accounts Requiring Authorisation**

A list of accounts that require authorisation for payment is attached for Committee consideration.

Following discussion Members present Resolved to approve the list as published.

b) **Income Receipts**

A copy of the latest income details is attached for Members' information.

Members present noted this.

c) **Rolling Totals for 2009/2010**

A copy of the latest expenditure details is attached for Members' information.

Members present noted this. The Town Clerk/R.F.O. then gave a short presentation on the likely final figures for the year 2009/2010 providing no emergencies arose.

F1/52 TOWN COUNCIL STANDING ORDERS

Re: Minute No. F1/44 of 23.11.09

Arrangements had been made for the Working Group to meet prior to the Committee meeting, however, this has now not been possible due to recent weather conditions making it difficult for Members to attend.

(Working Group : Councillors Lewis (Convenor of Finance & Strategy Committee), Mrs P Swain and Mrs T Watt.)

Councillor Lewis (Convenor of Committee) advised Members present that he would now be calling a meeting of the Working Group as soon as possible to commence discussion on this matter.

F1/53 GLOUCESTERSHIRE RURAL COMMUNITY COUNCIL – MEMBERSHIP RENEWAL

Notification has been received that the Town Council's membership is due for renewal at a cost of £25.00. Do the Committee wish to renew this subscription?

Members present Resolved to renew membership accordingly.

F1/54 STONEHOUSE MODEL RAILWAY SHOW

The Cotswold Model Railway Club is currently in the process of organising the third Model Railway Show which will take place on **Saturday 13th March in the Town Hall**. Proceeds taken will be donated to the Mayor's Charity – The Elms Nursing Home - Amenity Fund.

Members present were advised of staffing requirements for the event and the Town Clerk will circulate a list to all Councillors to establish a rota for the day.

F1/55 STAFFING

The proposed meeting of the Staffing Group due to take place on 6th January 2010 was postponed due to weather conditions and will now take place on 13th January.

Members present noted this.

There being no further business the meeting closed at 8.15pm.
