



MINUTES (subject to agreement at the next Committee meeting)
of a meeting of the FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 19
NOVEMBER 2018 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Councillors:

Leigh Binns (Deputy Convenor)
Neil Gibbs (Vice Chairman/Deputy Town Mayor)
Theresa Watt (Chair/Town Mayor)
Sally Pickering
Michael Davis
Committee Clerk: Rachel Russell,

Also Present: Two residents (members of Share and Repair Committee),

Attendees are reminded that the Proceedings of this meeting may be recorded, filmed or photographed but that any person requiring such a record is asked to give polite notice at the start of the meeting.

K1/536 TO RECEIVE APOLOGIES

Apologies were received from Cllr. Swain.

K1/537 DECLARATIONS OF INTEREST

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

There were no declarations of interest.

K1/538 TO AGREE THE MINUTES OF THE MEETING HELD ON 8TH OCTOBER 2018

The minutes were agreed as a true record.

K1/539 ADJOURNMENT FOR PUBLIC PARTICIPATION

An adjournment of 15 minutes will be allowed for members of the public to raise questions on items on the agenda (3 minutes per person max)

A member of the Share and Repair Committee presented information previously circulated to Councillors about proposals for housing the Share and Repair project when they have to move from the old Post Office. One option proposed was for the Town Council to purchase 14 High Street, currently up for auction, as the price was reasonable, it was in central location and would meet the group's needs. Alternatively, Share and Repair asked for a contribution to a High Street rental for 6 months with the option of monthly renewal. A financial plan for 2019/20 for the project based on the rental option showed a shortfall of £3,170. Other grant

applications have been made. The option of converting shipping containers and locating them in the town centre car park is also being explored but is a longer term project which could take 18 months to 2 years to achieve,

K1/542/2 FINANCE

Consider proposals and grant request received from Share & Repair - Initially this group applied for £2000 for starting up in new premises, then applied to SDC for space in their carpark for self-build, then were given impression that council might purchase premises. They have identified premises for sale. Committee to consider how to assist.

Cllrs. explained that the Town Council's reserves are all currently earmarked for various projects and costs. Spending a large sum on property would require a change in the Council's strategy which would have to be agreed by the whole Council.

Proposed: That a grant of £2,000 is awarded to the Share and Repair Stonehouse Community Workshop towards start up costs and rent for the rental of alternative premises. Proposed by Cllr. Watt, seconded by Cllr. Gibbs. All in favour.

K1/540 WORKING GROUP APPOINTMENTS

To appoint an additional councillor to the Internal Audit Panel and to the General Policy Working Group

Cllr. Davies was appointed to the Internal Audit Panel. Cllr. Pickering was appointed to the General Policy Working Group.

K1/541 UPDATE ON PROGRESS WITH TOWN HALL PREMISES

Glos Library Services have carried out various surveys and the bid proposal will be put to a future finance meeting. In the meantime, demand for space is increasing. Committee are to discuss how to fulfil needs, expectations, increase in numbers.

Committee Clerk advised that Committee Room in Community Centre could just be big enough for four desks, although no computer points visible and no room for filing cabinets, copier etc. Cllr Gibbs advised that Pavilion meeting room unsuitable due to cost and difficulty of installing phone line.

Committee advised that Town Clerk researching option of staff working from GCC Library during works to Town Hall. Youth Pod, Maidenhill and rental of High Street property were other options.

K1/542 FINANCE

1. Agree payments and receipts against budget (October)
Payments of £97,374.24 and receipts of £213,465.92 were agreed as correct.
3. Consider a grant application from Citizens Advice Bureau for £2000 towards outreach assistance
Proposal: That a grant of £2000 for outreach services is awarded to the Citizens Advice Bureau. Proposed Cllr. Pickering, seconded Cllr. Watt. All in favour.

Committee Clerk advised that some further information had been received in relation to a grant application by a drumming workshop organiser. Cllrs agreed to defer decision as the application was not on the agenda and full information not available.

4. Review the financial health of the Council and agree a draft budget for this Committee for 2019-20 for recommendation to Town Council

Proposal: That the draft budget for 2019/20 for the Council Business Committee is agreed with the addition of £800 for new planter boxes to the Town Hall overheads budget. Proposed by Cllr. Watt, seconded by Cllr. Gibbs, all in favour.

5. To recommend the appointment of an Independent Internal Auditor
Two quotes had been received: Peter Newman, £200, GAPTC, £200 plus mileage.
Proposal: That Peter Newman is appointed as Independent Internal Auditor. Proposed Cllr. Watt, seconded Cllr Pickering, all in favour.

K1/543 COMMUNICATION

1. Receive and consider quotations for internet support
The Committee noted and agreed with the Town Clerk's recommendation that the Town Council use Eurolink for IT support in the next financial year.
Proposal: That Jireh set up councillor e-mails at a cost of £317 and also upgrade to Microsoft Azure and Windows 10 for £390. Proposed Cllr. Gibbs, seconded by Cllr. Pickering, all in favour.
2. The Business Networking Group have met and agreed to organise an event on 21st January 2019 - details for approval.
The draft programme for the event was approved with a comment that the title of the discussion workshop be shorter.
3. Discuss correspondence from GMTF, membership, and involvement in survey
The correspondence had not been circulated before the committee meeting due to GDPR concerns. A decision was deferred to a future meeting so that the information could be circulated.

K1/544 Nomination of a Community Asset - Woolpack Inn

To agree the draft application to be submitted on behalf of the Town Council
Discuss the suggestion that a community group might temporarily run the Woolpack Inn

Councillors requested that the Town Clerk research the legality and costs of the Town Council setting up a Community Interest Company which could be used by a community group to take over the management of a pub.

The draft application for the nomination of the Woolpack Inn as a community asset was agreed.

K1/545 DATE OF NEXT MEETING

14th January 2019 - Two future agenda items were requested by Cllr. Binns: 1. GDPR compliance and circulation of supporting papers for meetings, 2. Response to requests from councillors for items to be included in an agenda.

The Committee will adjourn the meeting to receive a report from the Staffing Committee Meeting held on 12th November 2018 and to make a decision on the recommendations of that Committee.

K1/546 STAFFING - CONFIDENTIAL

Committee to approve of any recommendations

The Committee approved a pay increment in relation to a staff member's annual appraisal.
