



**MINUTES (subject to agreement at the next Committee meeting) of a meeting of the FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 14 JANUARY 2019 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE**

**Councillors:**

Pam Swain (Convenor)  
Neil Gibbs (Vice Chairman/Deputy Town Mayor)  
Theresa Watt (Chair/Town Mayor)  
Sally Pickering

Also present: Committee Clerk, Rachel Russell

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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.

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**K1/547 TO RECEIVE APOLOGIES**

Apologies were received from Cllrs. Binns and Davis.

**K1/548 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**K1/549 TO AGREE THE MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> NOVEMBER 2018**

The minutes were agreed as a true record. Proposed Cllr. Pickering; seconded Cllr. Gibbs. Three in favour, one abstention.

**K1/550 ADJOURNMENT FOR PUBLIC PARTICIPATION**

There was no call for an adjournment.

**K1/551 UPDATE ON PROGRESS WITH TOWN HALL PREMISES**

Cllr. Gibbs reported that he had received a response from County Councillor Lesley Williams to his question raised at Town Council on 17 December 2018 to as to why the County Council budget for the Town Hall co-location refurbishment had reduced from over £400,000 to £300,000. County Cllr Williams had forwarded an explanation from Jane Everiss, Head of Libraries, that the accurate costs obtained by County Council Property Services, along with changes to preliminaries and contingencies, mean the current project costs are around £100,000 less than the estimated costs. County Cllr. Williams had suggested a meeting with herself, Jane Everiss and Town Councillors to progress the project.

Committee Clerk advised that, if not already received, Town Council should be sent a detailed, costed schedule of work to show how the £300,000 would be spent.

It was noted that an outstanding action from the last Town Council meeting was to instruct a solicitor regarding lease terms.

### K1/552 FINANCE

1. Agree payments and receipts against budget (November/December)  
**November payments of £33,585.91 and receipts of £4,946 and December payments to date of £13,063.31 were agreed as accurate.** Expenditure against budget not available but expected when Town Clerk/RFO returns.
2. To agree the bank reconciliation for December.  
**Bank reconciliation was agreed at £145,463.37.**
3. To authorise payments to date.  
January payments not available to approve. The Committee were concerned about the delay in some payments and noted the need for contingency planning in relation to the Council's financial procedures.

### K1/553 COMMUNICATION

2. To discuss correspondence from Gloucestershire Market Towns Forum (GMTF), membership, and involvement in survey  
This item was moved forward by the Cllr. Swain due to budget implications. It was agreed to join GMTF and take part in their State of Localities research project. Benefits of membership to be reviewed after one year. Funding for subscriptions to come from 2018/19 Subscriptions budget or to be added to 2019/20 budget if necessary.

### K1/552 FINANCE (continued)

4. To consider a draft budget for 2019-20 and make a recommendation to the Town Council for the resolution of the precept.  
**Recommendation for resolution by Town Council: That a precept for 2019/2020 of £295,850 is requested subject to clarification regarding earmarked reserves of £7,000 on Project Planning, and a carried forward reserve of £9,000 for Traffic calming/Transport studies and the provision of funding for a new website. Proposed Cllr. Watt, seconded Cllr. Pickering. All in favour.**
5. To consider information received regarding an increase in Lunch Club hire charges which are met by the Town Council.  
It was noted that there was an increase in monthly hire charges for the Lunch Club at the Community Centre from £20 to £25, resulting in an additional £60 expenditure from the grants budget. **It was agreed to meet Lunch Club hire costs of £25 per month. Cllr. Watt proposed, Cllr. Swain seconded. All in favour.**
6. To note receipt of an invoice from Swift Designs and agree response.  
**The Town Council had not given a written order for paid work from Swift Designs so this invoice would not be paid.** The kind offer from Cllr. Amor to voluntarily produce invitations for the Equaliteas event, June 2018, was much appreciated by the Town Council.

### K1/553 COMMUNICATION

1. To received minutes of a Communications Working Group meeting of 7<sup>th</sup> December 2018.

Minutes of the 7<sup>th</sup> December 2018, circulated with the agenda, and minutes of 11<sup>th</sup> January 2019, available at the meeting were noted. The Committee thanked Jayne Bailey, Communications Officer, for her work which has already made a positive difference.

#### **K1/554 YOUTH SERVICES**

To receive a report on a meeting with Youth Services provider.

Cllr. Swain reported that the next Youth Working Group meeting with Youth Service is on 25 January 2019.

#### **K1/554 Nomination of a Community Asset - Woolpack Inn**

To consider a proposal that Stonehouse Town Council sets up a Community Interest Company which could be used by a community group to manage the Woolpack inn.

Woolpack Inn is now open with temporary landlords. Information was circulated with the agenda showing that Town Councils can set up a Community Interest Company (CIC). **Agreed to seek advice from GAPTC and GRCC as to whether other local councils have done this and what has been achieved as a result.**

#### **K1/555 JAVELIN PARK INCINERATOR**

To discuss signing the call for an independent inquiry about the cost increases on the incinerator.

**Recommendation for resolution by Town Council: That Stonehouse Town Council as a body signs the call for an independent inquiry into the award and structure of the contract for Javelin Park Incinerator.**

#### **K1/556 DATE OF NEXT MEETING**

18<sup>th</sup> February 2019

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