



MINUTES (subject to agreement at the next Finance & Strategy Committee) of the FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 14th MAY 2018 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present:

Cllr John Aldis
Leigh Binns (Deputy Committee Convenor)
John Callinan
Carol Kambites (Deputy Chair/Town Mayor)
Theresa Watt (Chair/Town Mayor)

Also Present: Town Clerk

Attendees were 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.

K1/484 TO RECEIVE APOLOGIES

Councillor Swain's apologies (holiday) were accepted.

K1/485 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

K1/486 TO AGREE THE MINUTES OF THE 26TH MARCH 2018

The Minutes of the 26th March were proposed as a true record by Cllr Watt, seconded by Cllr Kambites, majority in favour.

K1/487 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)

There were no members of the public present.

K1/488 YOUTH SERVICES

- a) Consider costs for heating installation in the container
 1. Quotations had been obtained for higher output heaters and lighting and the Committee agreed to purchase 2 x 770 watt radiators with alterations to the sockets at a cost of £776 and replace 4 fluorescent 4ft light fittings

to a similar fitting but with a diffuser fitted to cover the lamp in the metal container - £183.00 + VAT, Install 2 x 20 watt LED floodlights with sensors at the side of the building by the metal POD (to include 2 metal grills to fit over the LED floodlights - £277.66 + VAT

- b) Discuss the Action Plan arising from the Profile Study and receive Minutes of the meeting held on 9th April

The Study recommended:

The continuation of centre based youthwork. Potential of the pod needs to be realised.

Engagement in structured activity

Encourage youth in community involvement

Undertake a programme of community education and integration

Ensure Oldends Lane space has wider community use

Improve publicity of youthwork

Tackle issues with multi-agency approach

Provide 1:1 support for those in need

Increase support of vulnerable families

The Committee agreed the recommendations and noted the Minutes.

- c) Return of unused equipment (4 laptops)

YG to be asked for return of laptops.

K1/489 GENERAL POLICY WORKING GROUP

- a) Consider Privacy Notices for adoption by Town Council

Proposed by Cllr Callinan, seconded by Cllr Watt that the 2 Privacy Notices be adopted by Town Council at the AGM, all in favour. Resolution Required.

- b) Consider an Investment Strategy for adoption by Town Council

Proposed by Cllr Binns, seconded by Cllr Kambites that the Investment Strategy be adopted by Town Council at the AGM, all in favour. Resolution required.

- c) Consider a Health & Safety Policy for adoption by Town Council

This Policy was referred back to General Policy Working Group for further work

- d) Consider revised Standing Orders for adoption by Town Council

The Standing Orders were referred back to the Working Group for checking against Financial Regulations and current Standing Orders.

K1/490 TOWN HALL

Discuss outcomes required from meeting with Glos County Council on the 18th May

The Committee agreed that the conditions agreed by Town Council were to be adhered to.

K1/491 FINANCE

1. Agree payments and receipts to the Year End

The Committee considered the Year End Committee reports and agreed the budget totals:

Expenditure F & S £114134, receipts £4147

Expenditure A & R £98390, receipts £24872

Expenditure Regen £12704

2. Receive the Council's internal audit report

The Committee noted the satisfactory report.

3. Agree draft accounts, including earmarked reserves, for the Year End March 2018 for independent internal audit

The Committee agreed the draft accounts showing overall expenditure of £346966 and income of £268392. The earmarked reserves were agreed at £456500. The accounts were proposed by Cllr Watt, seconded by Cllr Callinan for submission to audit. All in favour.

4. Agree the release of SECTA funds to Glos Wildlife Trust on success of their bid for a canal enhancement project

The Committee considered the proposal for match funding and agreed by unanimous vote that £8623 could be appropriately spent on the project by release of funds to Glos Wildlife Trust.

5. Authorise any payments due

Committee payments for April £8813.85 were agreed. Bank payments for May to date were agreed at £14835.00

6. Consider quotations for insurance

Three quotations had been sought but only one completed. The RFO was tasked with obtaining the best possible cover for under £6000 and reporting to the next meeting the cover obtained.

7. Consider increased cost of lunch club hire

The Committee agreed the increase to £25 per session from Grant budget.

K1/492 TO CONSIDER A REPORT FROM THE COMMUNICATIONS WORKING GROUP

The Communications Working Group making progress on the new Communications Policy and will keep the website under review for changes and reduced costs.

K1/493 TO CONSIDER A REPORT FROM THE EVENTS WORKING GROUP and agree expenditure on stalls and hire costs.

The Minutes of a meeting held on 9th May were noted. Cllr Kambites proposed, Cllr Watt seconded acceptance of the cost of stalls at £972 and hire charges of stalls at £30 plus vat and pitches at £20 plus vat, all in favour. The Working Group to produce a budget for their activities.

K1/494 TO CONSIDER A REPORT FROM CLLR KAMBITES/CLLR SWAIN ON FORWARD THINKING STRATEGIES

Cllr Kambites reported on a meeting held by Frome Town Council and suggested that there was a different attitude of mind in working more with other local groups and being more approachable. She had attended a workshop on finance. Cllr Swain and Cllr Kambites were asked by F & S Committee to hold an information evening for councillors.

K1/495 DATE OF NEXT MEETING

25th June 2018

The public will be excluded from the following item by an adjournment called under the Public Bodies (Admission to Meetings) Act 1960

K1/496 TO CONSIDER THE STAFFING COMMITTEE MINUTES AND AGREE ACTIONS

The Minutes of a meeting held on the 8th May were circulated. The Committee agreed the actions of pay increments for named staff and training costs of £190. The Committee were advised of the national pay award and agreed to recommend to Council that it accepts NALC pay rates to apply to all staff from the 1st April 2018. For Resolution.