

Stonehouse Town Council



MINUTES (subject to agreement at the next Committee meeting)
of a MEETING OF THE FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 20th APRIL
2015 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present:

Simon Lewis (Convenor of Committee)
Pam Swain (Deputy Convenor of Committee)
Chris Brine (Chair of Town Council)
Theresa Watt (Vice-Chair of Town Council)
Town Clerk Gill Jennings
1 member of the public

Attendees are reminded that the Proceedings of this meeting may be recorded, filmed or photographed but that any person requiring such a record should inform the Chairman at the start of the meeting.

K1/191 TO RECEIVE APOLOGIES

Apologies were received from Paul Stephens (Work commitments) Rob Waite (Work commitments)

K1/192 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.
None declared

K1/193 ADJOURNMENT FOR PUBLIC PARTICIPATION

(Maximum of 15 minutes – Any member of the public may speak only once in respect of any business itemised on the Agenda for a maximum of 5 minutes)

Gwenn Atkinson attending her second meeting to study how the Council works

K1/194 TO FORMALLY APPROVE THE MINUTES OF THE MEETING HELD ON 16th MARCH

The Minutes were approved

K1/195 YOUTH MATTERS

1. To receive a report from the working group – Minutes of the March were circulated and explained by Cllr Swain
2. To agree a Service Level Agreement with Young Gloucestershire – **The Committee agreed the future cost of provision at £1381.32 per month with expenses up to a maximum of £32.50 per month from 1st April 2015- 31st March 2016**

K1/196 FINANCE

1. To check and agree expenditure/receipts totals against budget headings for March 2015 and agree the bank reconciliation **Expenditure of £8721.16 and Income of £1476.48 was agreed against budget. The bank balance to the end of the year was agreed at £36332**
2. To agree Year End Account Balances – **The Committee agreed the balances of the Treasury Fixed Deposits, Cambridge Building Society, Business Instants Accounts and Petty Cash at £ 387470**

Continued -

K1/196 Finance (continued)

3. To set aside Earmarked Reserves

The Committee agreed to recommend to Council that the following is set aside:

Elections £4000, Pensions & Gratuities £12500, Oldends Lane Pavilion Extension £55000
Oldends Lane New Community Facilities £250000, Land Acquisition £7000, Street Furniture
£5000, Neighbourhood Plan £3700, West of Stonehouse £7000

4. To consider and agree any recommendations from the Staffing Committee

The Committee were advised that Alastair Shankland had resigned his position and the Staffing Committee had agreed to advertise a new post to combine the Neighbourhood Plan role with that of Clerk to Regeneration & Environment Committee.

The Clerk was waiting for a work schedule and job description from the NP group.

Once this was to hand the role would be advertised.

5. To agree payments to date April

Payments totalling £9086.34 were agreed.

6. Grant Applications

To review grant applications from Stonehouse Community Partnership & CAB – The Committee were reminded that consideration of these applications had been postponed until April. The Committee agreed that the application by the Community Partnership would have to be resubmitted by the applicant. **The Committee agreed to support the CAB with £2000 of funding from September 2015.**

To consider a grant application from Transition Stroud - The application sought funding towards an Edible Open Gardens Day in Stonehouse with gardening gurus based at a community café. The Committee felt unable to support the concept of a community café being based in any one particular commercial property or the suggested form of advertising through Country Gardener or Transition Stroud website. **The Committee agreed that up to £150 would be offered to support advertising in the local press with the suggestion that the Town Hall might be a venue.**

7. To agree the purchase of IT Equipment

The Committee considered the requirement to update the office router. **It was agreed to purchase a new router £175.**

K1/197 POLICY REVIEW

1. To agree a Training Policy – The wording of the policy was agreed. **For Resolution**
2. To agree a Disciplinary Policy & Grievance Policy – **The wording of the policy was agreed. For Resolution**
3. To agree the format of a Staff Annual Appraisal Form – **This was agreed.**
4. To agree a Community Engagement Policy - **This was agreed. For Resolution**

K1/198 QUALITY STATUS – Local Council Award Scheme

To receive an action plan toward Quality Status

The Committee agreed the action plan and noted that Regeneration Committee had to take an action.

To receive a report on progress with Star Council Award Scheme

Cllr Watt had nothing to report.

K1/199 DATE OF NEXT MEETING

8th June 2015
