

MINUTES (subject to agreement at the next Council meeting)
of a meeting of the FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 15th
JANUARY 2018 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present:

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

Also Present: Town Clerk/RFO

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.

K1/441 TO RECEIVE APOLOGIES

There were no apologies

K1/442 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

K1/443 TO AGREE THE MINUTES OF THE 20th NOVEMBER 2017

Proposed for acceptance Cllr Callinan, seconded Cllr Kambites, all in favour

K1/444 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)

No adjournment was called

K1/445 TO RECEIVE MINUTES FROM THE EVENTS WORKING GROUP MEETING OF 14TH DECEMBER 2017

The Minutes were available at the meeting. The Group have estimated the cost of the Goodwill Event at £1331. Caroline was praised for her work on the evening with recognition given to the help of volunteers.

K1/446 YOUTH SERVICES

1. To receive a report from the Youth Working Group - The Youth Working Group have met with the new youth worker and are keeping provision under review. They will come back to the Council with a proposal in February.

2. Update on youth building condition - Apart from some mould around one of the doors the building was in good condition.
3. Update of youth grant expenditure - It was suggested that the remaining grant could be sent on a new oven, kitchen equipment and a security light. Costs being investigated.
4. Receive a report from Young Gloucestershire - A report was circulated which indicated that the membership was being built up again.

K1/447 TOWN HALL PREMISES

1. To receive recommendations from the Building Facilities Working Group - The Clerk had circulated a report of a meeting with Gloucestershire County Council and the Group had met on the 11th January and had drawn up their recommendations for lease conditions. **These were considered by the Committee and agreed with amendments. For Resolution**

K1/448 POLICIES

1. Receive an update from the General Policy Working Group on progress toward GDPR compliance and consider the cost implications

The Group voiced their report having met earlier in the evening. NALC had implied that there might be a shared DPO service with a cost of £300 per annum and **the Committee agreed that provision could be made in budget.**

2. Other Policy Reviews/additional Policies

The Committee considered the draft Data Protection Policy and agreed to recommend the Policy for adoption as an interim measure. For Resolution

K1/449 FINANCE

1. To check and agree expenditure/receipts totals against budget headings
November/December

November payments £8602.79 Receipts £45195.83

December payments £7015.00 Receipts £560.36

The Committee noted that the travel budget had been exceeded but there was headroom in the training budget to which this travel related.

2. To agree the bank reconciliation December - **This was not available**
3. Authorise payments to date - **January payments were authorised at £13177.79**
4. Consider an amended draft budget for 2018-19 for all 3 committees and make a recommendation to the Town Council for resolution of the precept
The Committee considered all 3 budgets and agreed the total budget requirement of £275750 to be requested as Precept. For Resolution
5. Response to Provisional Settlement 2018-19 consultation paper
A response would be prepared by the Clerk

K1/451 TO RECEIVE A REPORT FROM THE COMMUNICATIONS WORKING GROUP

1. To receive an amended Communications Policy for approval

The report of a meeting held on 12th January was circulated. The Communications Policy was not yet finalised.

K1/452 DATE OF NEXT MEETING AND ITEMS FOR THE AGENDA

19th February 2017

Cllr Callinan advised that he had meant for items to be referred by the Town Council to the individual Committees. It was recommended by the Committee that a standard agenda item be added to the Town Council agenda.

K1/453 BUCKINGHAM PALACE GARDEN PARTY NOMINATIONS

To decide on nominations - Nothing decided

Public Bodies (admission to Meetings) Act 1960 The Committee will pass a resolution excluding the public from Item K1/454 due to the confidential nature of the business to be transacted and publicity of the item would be prejudicial to the public interest

K1/454 To receive Minutes from the Staffing Committee Meeting of the 8TH January 2018 and consider any recommendations

The Committee agreed the decision of the Staffing Committee to increase the Town Clerk's pay by a further increment on completion of Level 5 Community Governance from 1st February.

The Committee noted the Minutes.
