

MINUTES (subject to agreement at the next Committee meeting)
of a meeting of THE FINANCE & STRATEGY COMMITTEE HELD ON MONDAY 26th
JUNE 2017 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present:

Paul Stephens
Pam Swain
Theresa Watt

Also Present:

Town Clerk/RFO Gill Jennings

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.

Cllr Stephens presided until item K1/390

K1/388 TO RECEIVE APOLOGIES

Apologies were accepted from Cllr Callinan (holiday) and Cllr Kambites (holiday)

K1/389 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 declaration of interest.

K1/390 APPOINTMENT OF A COMMITTEE CONVENOR

Cllr Swain was proposed by Cllr Watt, seconded by Cllr Stephens and accepted the role.

K1/391 APPOINTMENT OF A DEPUTY COMMITTEE CONVENOR

Cllr Stephens was proposed by Cllr Swain, seconded by Cllr Watt and accepted the role

K1/392 APPOINTMENT OF WORKING GROUP MEMBERS & CONFIRMATION OF REMIT:

1. Building Facilities Working Group - to review the sustainability of the Town Hall premises, taking account of the building condition, staff requirements, health and safety

The remit was agreed. The original Working Group was to be retained: Cllrs Callinan, Gibbs, Jackson, Stephens

2. Communications Working Group - to edit and produce the Stonehouse Newsletter, review communication methods and standards ensuring that the website/social media is fit for purpose and conforms with legislation

K1/392 (continued)

The remit was agreed. Cllr. Watt, Liz Lawrence appointed. Mrs Jo Byrne would be approached to join the working group.

3. General Policy Working Group - to review Council policies at least annually
The remit amended to “review and create” Council policies as necessary.

Cllrs Watt, Swain, Kambites were appointed.

4. Youth Working Group - to liaise with youth workers and young people ensuring a worthwhile service is provided and to review the building condition, staff requirements, health and safety

The remit was agreed. The original working group to be retained: Cllrs Callinan, Watt, Swain.

5. Events Working Group - to devise cultural events with community participation

Remit agreed. Cllrs Watt and Kambites, vacancy to be filled at Town Council meeting.

K1/393 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.

K1/394 TO FORMALLY APPROVE THE MINUTES OF THE MEETING HELD ON 15 MAY 2017

The Minutes were proposed for approval by Cllr Watt, seconded by Cllr Stephens. All in favour.

K1/395 TO RECEIVE A PROGRESS REPORT FROM HIGH STREET EVENTS WORKING GROUP

Costs for approval, attendance at last event, progress with event planning.

Costs had been incurred for Sports Active Day in the sum of £55 and it was proposed to deduct these from the Chairs Allowance. Proposed Cllr Watt, seconded Cllr Swain, all in favour. The event had been disappointing with low attendance.

The Working Group have decided not to proceed with a music event as there is too much work involved and it needs dedicated volunteers.

The Goodwill Event was in planning stages with resident participation.

K1/396 YOUTH SERVICES

1. Receive and discuss proposal from Young Gloucestershire to close the service during the Summer whilst there are staff shortages.

The Committee discussed this and agreed that 2 day trips might be offered in August to compensate. The Youth Working Group are to look for alternative service provision.

2. Update on building condition and agree a quotation for re-applying anti-vandal paint

The Committee were advised that a new oven was required. Costs would be obtained. Cllr Swain making an inspection of the building. The Committee agreed by unanimous vote labour costs of applying anti-vandal paint £120.

K1/397 TOWN HALL PREMISES

1. Response from Gloucestershire County Council library services (if any) chased on 5th & 16th June.

There had been no response. Cllr Watt advised that there was a delay due to the change of cabinet member but that a response would be forthcoming mid-July.

2. Consider cost of replacing toilet pan £180

The Committee agreed by unanimous vote to proceed with the replacement at £180.

3. Consider request from Citizens Advice Bureau for temporary use of the former post office premises for two extra sessions per week

The Committee agreed the request in principle but any arrangements would be on a week by week basis.

K1/398 FINANCE

1. To check and agree expenditure/receipts totals against budget headings April/May

April Expenditure £85147.57 and Receipts £75473.62 were agreed and checked against budget

May Expenditure £56250.39 and Receipts £170.54 were agreed and checked against budget

2. To agree the bank reconciliation May

The bank reconciliation was agreed at £172331.55

3. Consider a grant request from Bandit Music Project for £500 towards band rehearsals and associated equipment

Cllr Watt proposed, Cllr Swain seconded, all in favour of £500 grant.

4. Consider a grant request from Great Western Air Ambulance for donation towards the running costs (£203,178 in 2016).

The Committee discussed at length and agreed that there were insufficient funds available in that the total available grant monies were £1000 and need for local awards.

5. Consider a grant request from Stonehouse Parkrun for £100 per annum towards running costs of defibrillator equipment

The Committee discussed and agreed that this could be an operational cost and would need further information from Parkrun.

6. To agree continuation of funding of lunch club in the sum of £20 per month

Cllr Watt proposed, seconded Cllr Stephens, all in favour that a grant of £240 would be allowed provided the lunch club took place.

7. To agree legal costs/professional fees may be incurred:

Temporary lease - Magpies Social Club - The Social Club had made their accounts available. **£700 Cllr Watt proposed, Cllr Swain seconded, all in favour**

New lease & Valuation - Stonehouse Football Club - **£1500 Cllr Swain proposed, Cllr Stephens seconded, all in favour**

Valuation - Community Centre - The Community Centre had made their accounts available - **£850 Cllr Watt proposed, Cllr Swain seconded, All in favour**

8. To consider quotations for fire extinguisher maintenance

Supplier 1 = £120 Supplier 2 = £216

The Committee were in unanimous agreement to proceed with the lowest quotation

9. To agree payments to date

Payments were agreed £28568.20 including up to chq 8541

K1/399 GAPTC - ASSET TRANSFERS

To note progress in other parishes and discuss town centre car park
The Committee considered the progress made by other parishes with Stroud District Council. It was agreed to explore the finances of the town centre car park and to recommend to town council that it considers the matter of an asset transfer if favourable. Committee Clerk to compile information.

K1/400 DATE OF NEXT MEETING

4th September 2017

Public Bodies (admission to Meetings) Act 1960 The Committee will pass a resolution excluding the public from Item K1/401 due to the confidential nature of the business to be transacted and publicity of the item would be prejudicial to the public interest

K1/401 To receive Minutes from the Staffing Committee Meeting of the 19th June 2017 and consider any recommendations

There was no adjournment due to there being no report.

The meeting closed at 8pm
