

TEWKESBURY TOWN COUNCIL

MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
MONDAY 29th FEBRUARY 2016 AT 6.00pm IN THE TOWN HALL

PRESENT

Councillors J. Badham (Chairman), Miss K. Brennan, P. Aldridge, Mrs C. Danter, M. Poxon, M. Sztymiak and P. Workman
One member of the public

1. APOLOGIES

None

2. DECLARATIONS OF INTERESTS

Councillor	Interest
M. Sztymiak	Borough & County Councillor
P. Workman	Borough Councillor

3. DISPENSATION REQUESTS RECEIVED

None

4. MINUTES OF THE MEETING HELD ON 11th JANUARY 2016

RESOLVED: - that the minutes of the Finance Committee held on 11th January 2016 be agreed as a correct record

5. WORK PROGRAMME

RESOLVED: - that the work programme be noted

6. STRATEGIC RISKS

The Town Clerk informed the Committee the plan was to review all the risks in consultation with the internal auditor and to update the register for 2016/17.

A number of risks had reduced but they would need to be signed off by the auditor.

RESOLVED: - that the report be noted

7. AUDIT ACTION PLAN

The Town Clerk undertook to review the posting of reports and minutes on the website to ensure an agreed process was in place. He also undertook to review related facebook sites as there as a Watson Hall and Town Hall site which were not under the control of the Town Council

RESOLVED: - that the update be noted

8. BUDGET POSITION

The Town Clerk informed the Committee that reserves were at £70K and a small underspend was predicted for year end.

- i. Receipts & Payments

RESOLVED: - that

a) The current position be noted

b) The updated report be presented to Council on 7th March 2016

ii. Electronic Banking

RESOLVED: - that the two additional suppliers, Screwfix (Trade UK) and KB Heating be added to the list for electric payment

9. CALENDAR OF MEETINGS & DELEGATION

The Committee considered the draft calendar and the request from Council for the setting up of new committees.

The Committee considered this an appropriate time to carry out a full review of the Town Council's set up.

RECOMMENDATION TO TOWN COUNCIL: - that

- i. A working group be set up to look at the constitution and structure of the Town Council. The review group to examine the strategic purpose of the Council regarding community leadership and service delivery and to report back to Town Council with proposals for the future set up of the Town Council including committees and dates of meetings
- ii. In the interim the draft meetings schedule is adopted

10. EXCLUSION OF THE PUBLIC

RESOLVED:- that, because of the nature of the following items, the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960

11. GRANT APPLICATIONS 2016/17

RESOLVED: - a grant of £500 be agreed for the Manor Players
Grants approved for 2016/17

	Organisation	£	Declarations of Interest
1	Medieval Festival	1,500	
2	Roses Theatre	0	
3	Tewkesbury Sea Cadets	250	
4	Wheelchair Bus	1,250	Aldridge & Brennan
5	Tewkesbury in Bloom	2,000	Badham, Brennan and Aldridge
6	Town Band	500	
7	Tewkesbury Nature Reserve	0	
8	Jowett Car Club	0	
9	Severn Area Rescue Service	500	
10	Tewkesbury Town (North) Residents Association	340	Sztymiak
11	Manor Players	500	
12	Tewkesbury Big Weekend	400	Danter
13	Severn Unit Maritime Volunteers	400	
	TOTAL	7640	Balance £360

The meeting closed at 7.30pm