



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Finance Committee meeting held on 29th January 2019

In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs C Danter (Chair), P Aldridge, J Raywood, S Raywood, H Burns, T Walker

In attendance: D Hill (Town Clerk)

F.18.123 To receive apologies

Cllr Brennan.

F.18.124 To receive declarations of interest

Cllr Danter declared an interest in item 18.137.

F.18.125 To receive dispensation

None received.

F.18.126 To approve the Minutes of the Finance Committee meeting held on 29th January 2019

It was RESOLVED to approve the Minutes of the Finance Committee meeting.
Proposed by Cllr Danter, seconded by Cllr J Raywood.

F.18.127 Matters arising from the Minutes – for information only in relation to matters not on the agenda

F.18.109 Avon Navigation Trust

The Town Clerk advised that ANT can impound boats for unpaid ANT licence.

F.18.122 Fly-posting

Fly-posting information is already contained within the venue booking terms and conditions. The Town Clerk is checking with Tewkesbury Borough Council regarding their fly-posting policy.

F.18.128 To receive correspondence relating to the Finance Committee

This item was moved to the confidential session

F.18.129 Public Participation

A written question was received.

Action: Town Clerk to reply.

F.18.130 To review bank reconciliations for December 2018

The bank reconciliations were reviewed.



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- F.18.131 To review aged debtors and creditors reports**
The reports were reviewed and discussed.
- F.18.132 To review payments and receipts reports for December 2018**
The payments and receipts reports were reviewed.
- F.18.133 To review budget reports and approve virements as required**
The budget reports were reviewed.
- F.18.134 To consider and agree grant applications from outside bodies**
It was RESOLVED to agree a grant application to 1st Tewkesbury Boys Brigade for £600. Proposed by Cllr Danter, seconded by Cllr Walker.
- F.18.135 To note the date of the next internal control checks and to discuss the Council's Risk Register**
The date of the next internal control check was noted as 14th February 2019.
Action: Town Clerk to review the risk register and consider whether a work programme is required.
- F.18.136 To agree to purchase a Square reader and dock at a cost of £58 to enable the Town Council to take card payments and to agree the associated processing charges of 1.75% for Chip and PIN or contactless payments and 2.5% for customer not present payments.**
It was RESOLVED to purchase a Square reader and dock at a cost of £58 to enable the Town Council to take card payments and the associated processing charges of 1.75% for Chip and PIN or contactless payments and 2.5% for customer not present payments were agreed. Proposed by Cllr S Raywood, seconded by Cllr J Raywood
- F.18.137 To agree charges to be paid by the Town Mayor for hosting fundraising events in the Town Council's venues and to agree a recommendation to the Buildings & Moorings Committee**
It was RESOLVED that the use of the Town Hall and Watson Hall would be free of charge to the Town Mayor when hosting fundraising events. This recommendation to be added to the next Buildings & Moorings committee agenda. Proposed by Cllr J Raywood, seconded by Cllr S Raywood.
- F.18.138 To agree to the repair of the Mayor's Chain at a cost of £900**
It was agreed that further quotes are required.
- F.18.139 To note the use of emergency powers by the Town Clerk in relation to the purchase of a replacement projector.**
The use of emergency powers was noted.



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F.18.140 To agree the payments list

It was RESOLVED to agree the payments list. Proposed by Cllr Walker, seconded by Cllr J Raywood.

Cllr Walker left the meeting at this juncture.

Due to the meeting being inquorate as this point the meeting closed at 7.10pm

Signature of Chairman upon approval of the minutes 28th February 2019