



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Finance Committee meeting held on 22nd March 2019

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

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

In attendance: D Hill (Town Clerk)

F.18.159 To receive apologies

Cllr Walker

F.18.160 To receive declarations of interest

All Councillors declared an interest in item 13 (minute ref: F.18.170)

Cllr Burns declared an interest in item 10 (minute ref: F.18.168)

F.18.161 To receive dispensations

The Town Clerk granted a dispensation to all Councillors in respect of the declaration relating to minute reference F.18.170.

F.18.162 To approve the Minutes of the Finance Committee meeting held on 28th February 2019

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

F.18.163 Matters arising from the Minutes – for information only in relation to matters not on the agenda

F.18.154 Regalia Insurance

The Regalia insurance cover has been increased to £90,000. It was confirmed that the chain is covered when offsite.

F.18.155 VOIP Telephone System

The Town Clerk confirmed the position with regard to the emergency services link within VOIP systems. A basic analogue phone will be available for new the VOIP system to use in an emergency.

F.18.158 Correspondence

The Town Clerk replied to the letter regarding this request.

F.18.164 To receive correspondence relating to the Finance Committee

The letter regarding Cllr Carter will be emailed to all Councillors, noting that only that particular letter can be circulated by the Town Council.



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F.18.165 Public Participation

There was no public participation.

F.18.166 To review bank reconciliations for February 2019

The bank reconciliations were reviewed.

F.18.167 To review aged debtors and creditors reports

The reports were reviewed and discussed.

F.18.168 To review income & expenditure reports for February 2019

The payments and receipts reports were reviewed.

F.18.169 To consider and agree any budget amount to be earmarked by the Finance Committee from 2018/19

It was RESOLVED to:

- Vire £900 from Civic Services to Regalia
- Earmark £1,494 in Regalia for repairs to Mayor's Chain
- Vire £2,160 from Audit to Website Costs
- Earmark £2,160 in Website Costs for ongoing website development
- Earmark £1,942 in Professional for VAT advice re: Watson Hall
- Earmark £6,839 in Legal for ongoing legal advice re: Watson Hall, Moorings Lease with Avon Navigation Trust, Saffron Road Lease with the Town Band, Ownership of Land and Buildings and the Arrival Sculptures
- Earmark £1000 in Elections for elections
- Earmark £1,172 in Tourism & Marketing for the production of a town guide and purchase of marketing items and materials
- Earmark £500 in Newsletter for the production of a newsletter and/or annual report

Proposed by Cllr Danter, seconded by Cllr Aldridge.

F.18.170 To consider and agree grant applications from outside bodies

It was RESOLVED to agree the following grant applications:

£145 to Heart of Prior's Park

£250 to Tewkesbury Big Sing

Proposed by Cllr Brennan, seconded by Cllr J Raywood.

Cllr Burns left the meeting at this juncture.

F.18.171 To consider quotes and authorise the repair of the Mayor's chain

It was RESOLVED to repair the Mayor's Chain, as per the quotation provided by Mr Battes at a cost of £3,420.

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

F.18.172 To agree to pay Cellar Supplies (Cheltenham) Ltd by monthly direct debit



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It was RESOLVED to pay Cellar Supplies (Cheltenham) Ltd by monthly direct debit.
Proposed by Cllr S Raywood, seconded by Cllr Brennan.

F.18.173 To agree the payments list

It was RESOLVED to agree the payments list.
Proposed by Cllr Aldridge, seconded by Cllr Brennan.

There being no further business the meeting closed at 12.15pm

Signature of Chairman upon approval of the minutes 2nd May 2019