

Stonehouse Town Council



MINUTES (subject to agreement at the next Committee meeting)
of a meeting of THE FINANCE & STRATEGY COMMITTEE HELD ON MONDAY
18TH APRIL 2016 AT 7PM IN THE TOWN HALL, HIGH STREET, STONEHOUSE

Present:

Jo Byrne (Deputy Convenor of Committee)
Pam Swain (Vice Chairman/Deputy Town Mayor)
Tim Jackson
Paul Stephens
Theresa Watt (Chairman/Town Mayor)

Also Present:

Town Clerk 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.

K1/274 TO RECEIVE APOLOGIES

Apologies were received from Cllr Rob Waite (holiday)

K1/275 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

K1/276 ADJOURNMENT FOR PUBLIC PARTICIPATION

(Maximum of 15 minutes – Any member of the public may speak only once in respect of any business itemised on the Agenda for a maximum of 5 minutes)

There was no call for an adjournment

K1/277 TO FORMALLY APPROVE THE MINUTES OF THE MEETING HELD ON 7 MARCH 2016

The Minutes of the meeting held on 7 March 2016 were approved as a true record

K1/278 COMMUNICATIONS WORKING GROUP

1. To receive a report and consider any actions

Cllr Byrne reported that the newsletters had been delayed but had now gone out – an extension had been given to the deadline for nomination of Civic Awards. Newsletter content loaded to website and RSS feed now live. Working Group will meet to discuss updates to the website.

K1/279 YOUTH WORKING GROUP

1. To receive a report and consider any actions

The next meeting takes place on the 6th May. Cllr Swain explained there was a delay in the Youth Forum appointing a leader.

K1/280 FINANCE

1. To check and agree expenditure/receipts totals against budget headings for the Year End and agree the bank reconciliation and agree write-off of any bad debts, uncleared cheques

Expenditure March £12553.66 Income £1246 agreed against budget headings.

Surplus noted. The Bank Reconciliation was agreed at £67062. There were no bad debts to write off but the Committee agreed that a payment owing from EE in last year's accounts not valid due to lateness of getting the lease agreed. Uncleared cheques £311.30 written back into the accounts as these would not be presented for payment.

2. To receive and agree first draft of the Year End Account – **the draft accounts were approved for independent internal audit.**
3. To agree payments due to date – **Payments to cheque 8207 £59853.12 were approved**
4. To receive and approve the Minutes of the Staffing Committee of 11th April 2016 **The Staffing Committee meeting had been delayed to 18th April. – Clerk making enquiries following this which would be reported to the next Committee meeting.**

K1/281 TO RECEIVE A REPORT FROM THE BUILDINGS FACILITIES WORKING GROUP AND CONSIDER ANY ACTIONS

The Working Group requested that a Health & Safety inspection be carried out on council premises. This was agreed. Clerk to obtain costs.

K1/282 ELECTION COSTS

A candidate living in Ebley did not stand for the Ebley Ward. There is a vacancy in Ebley and 14 candidates for 13 places in Stonehouse Ward therefore there will be an election and resultant costs are to be agreed from Reserves. – Committee agreed to request a resolution by Council to pay the costs in the region of £2500/3000 from reserves. Resolution Required

K1/283 DATE OF NEXT MEETING

13 JUNE 2016
