

**MARLBOROUGH TOWN COUNCIL  
FINANCE AND POLICY COMMITTEE**

Minutes of a **Meeting** of the **Finance and Policy Committee** which was held on **Monday, 18<sup>th</sup> September 2017** in the **Council Chamber, Town Hall, Marlborough** at 8.58 pm

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<b>PRESENT</b>	Councillor A. Ross	Chairman
	Councillor M. Hall	Town Mayor
	Councillor Mrs P. Dow	
	Councillor A. Kirk Wilson	
	Councillor G. Loosmore	
	Councillor N. Barrett-Morton	
<b>ALSO PRESENT</b>	Mrs S. Parker	Town Clerk
	Mrs D. Whitehall	Administrator
	Councillor B. Castle	Observing

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**PUBLIC QUESTION TIME**

There were no questions.

**268/17**

**APOLOGIES**

Apologies for absence were received from Cllrs. Cairns and Northeast

**269/17**

**DECLARATIONS OF INTEREST**

There were no declarations.

**270/17**

**CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements.

**271/17**

**MINUTES**

**RESOLVED:** that the Minutes of the Meeting held Monday, 12<sup>th</sup> June 2017 were approved and signed as a true record by the Chairman

**272/17**

**TOWN CLERK'S REPORT**

Members noted the Town Clerk's Report.

**273/17**

**TOWN COUNCIL GRANT SCHEME**

**RESOLVED:** to award £427.00 to the Greatwood Charity for protective equipment to be used by learners enrolled on educational programmes.

**274/17**

**EXTERNAL AUDIT**

Members noted the External Audit report for 2016/17 and that a Notice of Conclusion of Audit would be posted on the Town Council's website as required by the Accounts and Audit Regulations 2015, Local Audit and Accountability Act 2014. The auditor had made no recommendations and the Town Clerk was commended on achieving a clear audit report.

**275/17**

**COMMITTEE BUDGETS 2017/18**

Members noted the committee income and expenditure reports to end August 2017 (Months 1- 5) together with a list of payments.

276/17

**BUDGETS AND EAR MARKED RESERVES**

Members noted a report by the Town Clerk about Ear Marked Reserves and budget changes and considered a recommendation by the Town Clerk.

**RESOLVED:** (i) that changes are made so that the Marlborough Community & Youth Centre (MC&YC) is contained within its own cost centre under the Property Committee Budget

**RESOLVED:** (ii) to recommend to Full Town Council that the proceeds from the sale of Chantry Lane Toilets are moved to ear marked reserves

**RESOLVED:** (iii) to delegate to the Town Clerk to investigate the use of Community Infrastructure Levy (CIL) payments towards the refurbishment of the MC&YC

277/17

**URGENT EXPENDITURE**

Members noted a report by the Town Clerk about an urgent payment made in accordance with para. 3 of the Scheme of Delegation of £830 to provide first aid cover in order to ensure the Marlborough Puppetry Festival could go ahead in July 2017.

278/17

**INVESTMENTS**

Members considered a report by the Town Clerk and considered changes to investments to ensure that earned interest on surplus funds be maximised.

**RESOLVED:** (i) that an investment is made with Churches, Charities & Local Authorities (CCLA) in its Deposit Fund and that Members are informed at the next Full Town Council meeting

**RESOLVED:** (ii) that a reviewed Investment Policy be drafted for the next Finance & Policy Committee meeting

279/17

**VAT ISSUES**

Members noted a professionally commissioned VAT Partial Exemption calculation, sought on the recommendation of the Internal Auditor. The Town Council had opted to apply VAT to commercial leases upon renewal, Town Hall hirings for weddings as well as future bookings of Marlborough Community & Youth Centre.

280/17

**WILTSHIRE PENSION FUND**

Members noted an information briefing about changes to retirement benefits.

281/17

**GENERAL DATA PROTECTION REGULATION**

Members noted the most recent legal briefing note from the National Association of Local Councils (NALC) about the General Data Protection Regulation (GDPR) which will come into force in May 2018

282/17

**CIVIC WORKING PARTY**

Members noted a date would soon be confirmed for the next Civic Working Party meeting which would primarily discuss arrangements around the Remembrance Parade and Armistice Day.

The meeting closed at 9.20 pm

Signed: ..... Date: .....  
Chairman