

MARLBOROUGH TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

Minutes of a meeting of the **Finance and Policy Committee** held on the **29th April, 2013** in the **Council Chamber, Town Hall, Marlborough, at 7.45 pm**

PRESENT

Councillor A Ross	Chairman
Councillor S. Dobson	
Councillor Mrs P. Dow	
Councillor N. Fogg	
Councillor G. Loosmore	
Councillor R. Pitts	

**ALSO
PRESENT**

Mrs S. Parker	Town Clerk
Mrs S. Fry	Office Manager
Councillor Mrs V. Compton	Observing
Councillor A. Kirk Wilson	Observing
Councillor G. Francis	Observing
Councillor B. Castle	Observing
Councillor Mrs E.M. Hannaford-Dobson	Observing
Mrs S. Pryor	The Adviser

673/12 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs E. Fogg (Town Mayor)

674/12 DECLARATION(S) OF INTEREST

There were no declarations of interest or any requests for dispensations.

675/12 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that –

The National Association of Local Councils (NALC) was urging town and parish councils to lobby Central Government so that grants helping with the localising of council tax were passed down by the Billing Authority to a local level. Wiltshire Council had passed this down for 2013/14 and Marlborough had received a grant for £31,253. There were no guarantees that Wiltshire Council would choose to do this again for 2014/15.

There had been an excellent gathering for the planting of the Mulberry Tree at the Jubilee Plantation on Sunday 28th April.

One of the Commonwealth War Graves in the old cemetery had had a new headstone put in place.

The Chairman thanked members of his committee for all their hard work and help, especially Councillor Pitts, who was standing down from the Council.

Councillor Mrs Peggy Dow thanked the Chairman for the professional way in which he had presented the accounts, making them much easier to understand.

676/12 MINUTES

RESOLVED: by 4 votes for with 2 abstentions that the minutes of the meeting of the Finance and Policy Committee held on the 18th March, 2013 were a true record and signed by the Chairman.

677/12 TOWN CLERK'S REPORT

The Chairman drew attention to the item referring to the new rateable value of the cemetery premises which had been reduced to £500 (previously £3,450). The building therein had now been agreed by the Valuation Officer not to be a Chapel. Refunds had already been received totalling £4,392.05.

RESOLVED: unanimously that the Town Clerk's report be noted.

678/12 ACCOUNTS

RESOLVED: unanimously that the Committee Reports for the year to 31st March, 2013 be noted.

679/12 INVESTMENTS

The report by the Town Clerk was noted.

a) Changes to banking arrangements and investments.

Members discussed the following proposed changes to existing banking arrangements:

- Keeping the existing current account
- Replacing the Instant Access Account with an Active Saver Account offering 75% of the Bank of England base rate
- Opening up a Base Rate Reward account with £200,000 at 0.5% (with restricted withdrawals)
- Opening up a 9 month investment bond at 1.2% interest with £100,000.

RESOLVED: that the Town Clerk made changes to the Town Council's banking arrangements as proposed and opens the higher interest earning accounts together with a 9 month investment bond. Regular monitoring of all accounts should be ongoing.

b) **Investment Policy**

RESOLVED: that the Finance & Policy Committee approves the draft Investment Policy and recommends that it is submitted to Full Town Council for adoption.

680/12 HEALTH AND SAFETY POLICY STATEMENT

The Town Clerk's report was noted.

RESOLVED: that the Finance & Policy Committee approves the reviewed Health and Safety Policy Statement and recommends that it is submitted to Full Town Council for adoption.

681/12 EXCLUSION OF THE PRESS AND PUBLIC

RECOMMENDED: That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be now excluded from the remainder of the meeting, in view of the confidential nature of business about to be transacted.

682/12 INSURANCE RENEWAL

The Town Clerk's report was noted.

RESOLVED: that the Town Council accepts the quotation from Zurich for renewal of the premium under a 3 year agreement.

683/12 PROVISION OF EMPLOYMENT LAW AND HEALTH AND SAFETY ADVICE

The Town Clerk's report was noted.

RESOLVED: that the Town Council agrees to take on Ellis Whittam as the service provider for a period of 3 years at a charge to the professional services budget in line with the recommendation of the Staffing Committee at its meeting on 2nd April, 2013.

684/12 JOB EVALUATION EXERCISE

The Town Clerk's report was noted.

RESOLVED: that Chris Rolley Associates be commissioned to undertake a job evaluation for the Town Council as a charge to the contingency budget.

623/12

DEBTORS

RESOLVED: that the Debtors list as presented be noted.

The meeting closed at _____ pm

Signed

Date

Chairman