

## MARLBOROUGH TOWN COUNCIL

### FINANCE AND POLICY COMMITTEE

Minutes of a meeting of the Finance and Policy Committee held on 9<sup>th</sup> December, 2013 in the Council Chamber, Town Hall, Marlborough, at 7.00 pm

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<b>PRESENT</b>	Councillor A Ross Councillor G. Loosmore Councillor S. Dobson Councillor Mrs P. Dow Councillor N. Fogg Councillor N. Barrett-Morton Councillor R. Allen	Chairman Town Mayor
<b>ALSO PRESENT</b>	Mrs S. Parker Mrs S. Fry Councillor B. Castle Councillor Mrs M. Rose Councillor Mrs E.M. Hannaford-Dobson Councillor B. Lam Mrs S. Pryor Mr. G. Isaaman Plus 1 member of the public	Town Clerk Office Manager Observing Observing Observing Observing The Adviser Marlborough News Online

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**360/13 APOLOGIES FOR ABSENCE**  
There were no apologies for absence.

**361/13 DECLARATION(S) OF INTEREST**  
Councillor A. Ross – Agenda Item 6 vi) – Non-Pecuniary

**362/13 CHAIRMAN'S ANNOUNCEMENTS**  
The Chairman informed members that letters from Splitz and Wiltshire Carer Support had been received acknowledging receipt of grants and thanking the Council.

The Chairman stated that he had not received prior notification from Members not on the F&P Committee that they wished to speak. However, he would open up the meeting to other Members following Agenda Item 9. This was in accordance with para. 8.1 of the Scheme of Delegation.

**363/13 MINUTES**  
**RESOLVED:** unanimously that the minutes of the meeting of the Finance and Policy Committee held on the 9<sup>th</sup> September, 2013 were a true record and signed by the Chairman.

**364/13 TOWN CLERK'S REPORT**  
It was agreed that the Town Clerk's report be noted.

365/13

**TOWN COUNCIL GRANT SCHEME**

Members noted a report by the Town Clerk and considered the following grant applications:

**i) Grant application from The BJ Richards Trust**

**RESOLVED:** that The BJ Richards Trust be awarded a grant of £500.00  
(*Local Government Act 1972, s.137*)

**ii) Grant application from The Bruce Trust**

**RESOLVED:** that The Bruce Trust be awarded a grant of £500.00  
(*Local Government Act 1972, LGA 72.s 145 on the provision of entertainment*)

**iii) Grant application from The Wiltshire Bobby Van Trust**

**RESOLVED:** that on this occasion no grant to awarded to The Wiltshire Bobby Van Trust

**iv) Grant application from Greatwood Charity**

**RESOLVED:** that the Greatwood Charity be awarded a grant of £400.00  
(*Local Government Act 1972, s.137*)

**v) Grant application from Vitalise**

**RESOLVED:** that on this occasion no grant be awarded to Vitalise

**vi) Grant application from Transition Marlborough**

**RESOLVED:** that Transition Marlborough be awarded a grant of £500.00  
Councillors' S. Dobson and A. Ross abstained.  
(*Local Government Act 1972, s.137*)

**vii) Grant application from Inside Out**

**RESOLVED:** that Inside Out be awarded a grant of £1,000  
(*Local Government Act 1972, s.137*)

Members noted that a balance of £2,200 remained in the grants budget to the end of the Financial Year.

366/13

**COMMITTEE BUDGETS**

Members noted the committee income and expenditure reports to end October 2013 (Month 7).

367/13

**CIVIC WORKING PARTY**

Members agreed that recent civic events had been very successful and that there should now be an opportunity for a 'wash-up' meeting chaired by the Town Mayor and open to all Members. This might then lead to a new Working Party to revise civic protocols or be incorporated into the existing one currently reviewing Standing Orders, Financial Regulations and the Scheme of Delegation.

368/13

### **BUDGETS/PRECEPT 2014/2015**

The Town Clerk's report was noted.

#### **i) Finance and Policy Committee - Budget 2014/2015**

**RESOLVED:** that the Finance and Policy Committee proposed budget for 2014/2015 be approved

Councillor S. Dobson abstained as he felt that Members not sitting on the committee should have been given the opportunity to speak prior to any vote taking place.

#### **ii) A&OS and Property Committees - Budgets 2014/15**

**RESOLVED:** that the A & OS and Property budgets for 2014/2015 be approved subject to the proposed new budget line for replacement machinery for £5,000 being removed. (It was felt that this was contrary to the Council's policy of leasing such equipment.)

Councillor S. Dobson voted against as he felt that Chairman of the A & OS Committee should have been given the opportunity to speak on the removal of this budget line prior to any vote taking place.

#### **iii) Budget and precept figures to recommend to Full Town Council**

Members considered a consolidated list of all committee budgets in order to recommend an overall budget and a precept figure to Full Town Council. Main discussion points were:

- That the Local Council Tax Support grant was to be reduced by 35% for 2014/15 and that the shortfall had to be met by the Town Council
- The likely introduction of 'capping' for town and parish councils
- That savings of £12,260 had been identified from budget lines
- The likely costs of producing a Neighbourhood Plan
- That compared with other town councils, Marlborough's precept was not high
- A policy setting out requirements for budget accountability (in particular, the Mayor's Allowance and Civic Hospitality) will be considered at a future meeting
- In future, there may be a requirement for a budget around a Youth Council
- That the budget line title set aside for the Town Hall projects (Code 4995) be amended to Town Hall Projects/Improvements
- A Press Release be issued about the precept requirements for 2014/15 following the Full Council meeting on 16<sup>th</sup> December.

**RESOLVED:** unanimously that the Budget for 2014/15 be £477,759 and that the Precept (to include the Local Council Tax Support Grant of £20,314 from Wiltshire Council) be £457,445 and recommended to Full Town Council.

369/13

### **REVIEW OF ENHANCEMENT/DEPUTISING POLICY**

**RESOLVED:** unanimously that the Deputising Policy be approved and recommended for submission to Full Town Council for ratification.

**370/13 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** 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

**371/13 LEGAL ADVICE**

The Town Clerk's report was noted.

**RESOLVED:** that legal representation continues as usual with the Town Council's existing solicitors and the situation be reviewed once a decision has been made on the Council's involvement with the Country Park.

**372/13 STAFFING ISSUES**

The Town Clerk's report was noted.

**RESOLVED: (i)** that spinal increments are paid to the identified members of staff from 15<sup>th</sup> December 2013 and that no back dated pay is awarded to any member of staff as a result of the Job Evaluation exercise

**(ii)** that the Health and Safety requirements needed for a member of staff should go ahead and be paid within the current Financial Year.

The meeting ended at 8.40 pm

Signed .....  
Chairman

Date