

**MARLBOROUGH TOWN COUNCIL  
FINANCE & POLICY COMMITTEE**

Minutes of the **Finance & Policy Committee** which was held **Monday, 16 March 2020** in the **Council Chamber, Town Hall, Marlborough** at 8.20pm

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**PRESENT:** Councillor A. Ross Chairman  
Councillor M. Hall Town Mayor  
Councillor N. Fogg  
Councillor A. Kirk Wilson  
Councillor G. Loosmore  
Councillor M. Cooper  
Councillor S. Price  
Councillor A. Wilson

**ALSO PRESENT:** Mrs S. Parker Town Clerk  
Mrs C. Harris Assistant Town Clerk

**PUBLIC QUESTION TIME**

There were no questions from members of the public

**520/19 APOLOGIES**

There were no apologies for absence

**521/19 DECLARATIONS OF INTEREST**

There were no declarations

**522/19 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed Members that a letter had been received from the Greatwood Charity showing appreciation of the grant of £1,000 awarded by the committee. All agreed that this charity was a worthy recipient of the scheme.

**523/19 MINUTES**

**RESOLVED:** that the minutes of the meeting held Monday, 13 January 2020 were approved as a true record and signed by the Chair

**524/19 TOWN CLERK'S REPORT**

Members noted the Town Clerk's report.

**525/19 TOWN COUNCIL GRANT SCHEME**

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

Marlborough Area Development Trust

**RESOLVED:** (i) to grant £272 to Marlborough Area Development Trust for the delivery of a public, day long, free and hands-on digital making event

St Mary's Organ Restoration Appeal

**RESOLVED:** (ii) to grant £1,711 to the St Mary's Organ Restoration Appeal

526/19

**INTERIM INTERNAL AUDIT REPORTS 2019/2020**

Following a verbal update from the Chairman, Members noted two interim Internal Audit Reports for 2019/2020. Appreciation was also noted for the work done by staff to ensure that good accounting practices were maintained

527/19

**COMMITTEE BUDGETS 2019/2020**

Members noted the committee income and expenditure reports to end January 2020 (Month 10) and lists of payments.

528/19

**EAR MARKED RESERVES**

Members noted a report by the Town Clerk and in accordance with paras 4.2 and 4.9 of Financial Regulations, considered which budget monies should be recommended to Full Council to move to an ear marked reserve.

**RESOLVED:** that

- i) all existing earmarked reserves remain for 2020/21 with the exception of those for the *Civil War Re-enactment* and *Events* where balances should be vired into the ear marked reserve for the Workshop
- ii) if balances allow, ear mark reserves should be increased for lines for the Workshop, Town Hall Restoration/Maintenance and Cemetery Extension and new ear mark reserves created for Staff Training and Development and a Coronavirus Emergency Fund. Allocations to be delegated to the Town Clerk/RFO in consultation with the Chairman of Finance & Policy
- iii) final figures for ear marked reserves should be submitted to Full Council for approval

529/19

**ASSET REGISTER**

Members noted a report by the Town Clerk and considered how asset values should be recorded.

**RESOLVED:** that the current practice of using actual cost figures stays in place in terms of the Asset Register

530/19

**LAND TRUSTS**

Members noted work being undertaken by specialist solicitors on land held in trust at Jubilee Field, Manton

531/19

**MUSEUM AND HERITAGE**

Members noted a report by the Town Clerk about the Town Museum and considered contributing to its running costs via the Museum & Heritage budget line and to nominate two Councillors to join the Museum Management Committee.

**RESOLVED:** (i) to nominate **Cllrs. M. Cooper** and **S. Price** to take seats on the Museum Management Committee

**RESOLVED:** (ii) to make a payment of £1,000 to the Town Museum

The meeting closed at 8.55pm

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