

**MARLBOROUGH TOWN COUNCIL
FINANCE AND POLICY COMMITTEE**

Minutes of a meeting of the **Finance and Policy Committee** which was held on **Monday, 17 June 2019** in
the **Council Chamber, Town Hall, Marlborough** at 8.02 pm

PRESENT:	Councillor A. Ross	Chairman
	Councillor M. Hall	Town Mayor
	Councillor N. Fogg	
	Councillor A. Kirk Wilson	
	Councillor M. Cooper	
	Councillor S. Price	
ALSO PRESENT:	Mrs S. Parker	Town Clerk
	Mrs D. Whitehall	Administrator
	Mr N. Goodwin	Marlborough.News
	Plus 5 members of the public	

PUBLIC QUESTION TIME

There were no questions.

73/19

APOLOGIES

Apologies for absence had been received from Cllrs. Loosmore, Forbes and Wilson.

73/19

DECLARATIONS OF INTEREST

There were no declarations.

74/19

CHAIRMAN'S ANNOUNCEMENTS

Written acknowledgements and thanks had been received from Marlborough Tennis, awarded £1,280 for a community tennis project as well as one from Arts Together for a grant of £1,184 for a project to counter loneliness for the elderly in Marlborough. Arts Together had also invited Members to attend its events to learn more about the organisation's work. Both were excellent projects and on behalf of the Town Council, the Chairman wished both groups success.

75/19

MINUTES

RESOLVED: that the minutes of the meeting held Monday, 18 March 2019 were approved as a true record and signed by the Chairman

76/19

TOWN CLERK'S REPORT

The Town Clerk's report was noted.

77/19

TOWN COUNCIL GRANT SCHEME

Members considered four applications received from Marlborough in Bloom, Savernake Explorer Scouts, Marlborough St Mary's Primary School and Marlborough Area Poverty Action Group.

During a Suspension of Standing Orders, a representative from MiB offered more detail about how the money would be spent. It was noted that the next meeting of the Committee was in September, which would allow time for the application to be resubmitted to include more detail before the autumn planting season.

RESOLVED: (i) to defer a decision on the Marlborough in Bloom small grant application to the next meeting (23 September 2019) when more details of proposed expenditure would be available

RESOLVED: (ii) to award a grant of £800 to Savernake Explorer Scouts towards secure storage for camping equipment and games and activity resources at their regular meeting place – Marlborough Cricket Club

RESOLVED: (iii) to award a grant of £600 to Marlborough St Mary's Primary School towards outdoor play equipment for use by pupils as well as other groups and future holiday clubs

RESOLVED: (iv) to award a grant of £500 to Marlborough Area Poverty Action Group to contribute towards a day trip for approx. 35 children and their families to Marwell Zoo

All members of the public left the meeting

78/19

COMMITTEE BUDGETS 2018/19

Members noted the committee income and expenditure reports to end March 2019 (Month 12) and list of payments.

79/19

INTERNAL AUDITS 2018/19

Members noted the second interim and final audit reports for 2018/19 and noted that no issues had been found by the auditors. Once again Members congratulated the Town Council's staff for their diligence and excellent work.

RESOLVED: to recommend the final internal audit report to Full Town Council for approval

80/19

REVIEW OF EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL

Members noted the Review of Effectiveness of the System of Internal Control.

RESOLVED: to recommend the Review of Effectiveness of the System of Internal Control to Full Town Council for approval

81/19

ANNUAL GOVERNANCE STATEMENT 2018/19

RESOLVED: that the Annual Governance Statement at Section 1 of the Annual Governance and Accountability Return (AGAR) was approved and should be submitted to Full Town Council for approval and signature by the Town Mayor/Chairman of the Council

82/19

ANNUAL ACCOUNTING STATEMENTS 2018/19

RESOLVED: that the Annual Accounting Statements at Section 2 of the Annual Governance and Accountability Return (AGAR) were approved and should be submitted to Full Town Council for approval and signature by the Town Mayor/Chairman of the Council

83/19

COMMITTEE BUDGETS 2019/2020

Members noted the committee income and expenditure reports to end April 2019 (Month 1) together with a list of payments.

84/19

URGENT EXPENDITURE

Members noted a report by the Town Clerk about urgent expenditure made since the last meeting under para 3.2 of the Scheme of Delegation. These payments were for the removal of play equipment from Rabley Wood to meet the Town Council's obligations under a licence agreement with Wiltshire Council (£5,500) and additional works in the Town Hall basement (£4,400.14).

85/19

PUBLIC TOILETS

Members considered a report by the Town Clerk about maintenance, cleaning costs (including all consumables) and call out for the new public toilet at the Town Hall and what budget this would fall into.

RESOLVED: that an annual contract of £6,360 with Healthmatic was approved for cleaning and maintenance of the new public toilet at the Town Hall and this this should be a charge to the public toilets budget.

86/19

ONLINE BANKING

RESOLVED: to recommend to Full Town Council that the Town Council moves to online banking and, if necessary, relevant amendments be made to Financial Regulations

87/19

PRECEPT SETTING TIMETABLE

The timetable for budget and precept setting for 2020/21 was noted.

The meeting closed at 8.34 pm

Signed: Date:
Chairman