

**MARLBOROUGH TOWN COUNCIL  
FINANCE AND POLICY COMMITTEE**

Minutes of a meeting of the **Finance & Policy Committee** which was held on Monday, 23 September 2019  
in the **Council Chamber, Town Hall, Marlborough** at 8.20 pm

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<b>PRESENT:</b>	Councillor A. Ross	Chairman
	Councillor M. Hall	Town Mayor
	Councillor N. Fogg	
	Councillor G. Loosmore	
	Councillor M. Cooper	
	Councillor A. Wilson	
<b>ALSO PRESENT:</b>	Mrs S. Parker	Town Clerk
	Mrs D. Whitehall	Administrator
	Mr N. Goodwin	Marlborough.News
	Plus 4 members of the public	

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**PUBLIC QUESTION TIME**

There were no questions.

**258/19            APOLOGIES FOR ABSENCE**  
Apologies for absence were received from Cllr. Price.

**259/19            DECLARATIONS**  
There were no declarations.

**260/19            CHAIRMAN'S ANNOUNCEMENTS**  
Since the last meeting, small grant cheques had been presented to Marlborough St Mary's, Marlborough Scouts and the Marlborough Poverty Action Group.

Within the last day or two, and since the agenda had been published, an external audit report had been received and the **Chairman** was pleased to report that no issues had been raised within it.

**261/19            MINUTES**  
**RESOLVED:** that the minutes of the meeting held Wednesday, 28 August 2019 were approved as a true record and signed by the Chairman

**262/19            TOWN CLERK'S REPORT**  
Members noted the contents of the Town Clerk's Report.

*Four members of the public joined the meeting*

**263/19            TOWN COUNCIL GRANT SCHEME**  
Members noted the Town Clerk's report and considered grant applications from Greatwood Charity, Home Start Kennet and St John's Resident's Association.

During a suspension of standing orders **Andrew Degnan**, resident and member of **St John's Resident's Association** explained the background to the Community Garden, work already carried out, fund-raising activities undertaken and future plans should their application for a small grant be approved. Residents from outside St John's Close had also

begun to make use of this community space. Members commended all involved on a very successful community project.

**RESOLVED:** (i) to award a small grant of £1,000 to Greatwood Charity towards a new educational learning programme: "Horse Power"

**RESOLVED:** (ii) to award a small grant of £957 to Home Start Kennet to help towards costs for visit and support to families in the Marlborough area

**RESOLVED:** (iii) to award a small grant of £760 to St John's Residents Association for enhancements to the Community Garden (a hazel tree living structure pergola, seating, planting and a water supply)

**264/19**

#### **COMMITTEE BUDGETS 2019/2020**

Members noted the committee income and expenditure reports to end July 2019 (Month 4) and a list of payments.

The **Chairman** was satisfied that income and expenditure was broadly in line with expectations and had no issues to draw to the attention of Members.

The **Town Mayor** noted that no income was shown against the Shopmobility Scheme in the current year, and asked whether this service was being used. The **Town Clerk** felt that there was an opportunity for wider publicity around the availability of this scheme now that a dedicated Tourism Officer had been appointed.

**265/19**

#### **URGENT EXPENDITURE**

Members noted a report by the Town Clerk about urgent expenditure made in accordance with the Scheme of Delegation, para. 3.2.

With the agreement of the relevant Councillors (**Cllrs. Hall, Ross and Heath**) expenditure of £2,960 had been approved for an urgent repair to the wall in Priory Gardens (to be charged to the Amenities and Open Spaces Committee Budget).

**266/19**

#### **VAT HEALTH CHECK**

Members noted the new annual VAT Health Check which included a partial exemption calculation.

**267/19**

#### **FINANCIAL REGULATIONS**

Members noted the new model Financial Regulations and associated guidance issued by the National Association of Local Councils (NALC) and considered holding a workshop to review the Town Council's current version.

**RESOLVED:** that **Cllrs. Ross and Loosmore** and the **Town Clerk/RFO** would carry out a review of the Financial Regulations

**268/19**

#### **CIVIC WORKING PARTY**

Members noted the minutes of the most recent meeting of the Civic Working Party held on 2 September 2019 which had discussed the format for VE Day Celebrations in 2020 as well as Armistice Day and Remembrance Sunday 2019.

- A Remembrance Parade and service would take place on Sunday, 10 November
- Armistice Day (Monday, 11 November) – similar to previous years, to observe the silence at 11 am and lay wreaths at the 7<sup>th</sup> Wiltshire Memorial

- VE Celebrations – an outline for national celebrations included a piper, a toast and a cry for peace on Friday, 8 May 2020; celebration parties on Saturday 9 May and a church service and tribute on Sunday, 10 May

Other potential activities were discussed, and the **Chairman** welcomed new ideas and suggestions from Members.

The meeting closed at 9 pm

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