

MARLBOROUGH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of a Meeting of the **Finance and General Purposes Committee** held on **Monday, 19th January, 2004** in the **Council Chamber, Town Hall, Marlborough** at 8.05pm

PRESENT

Councillor D. L. Parker	Chairman
Councillor W. B. Cavill	Town Mayor
Councillor G. Francis	
Councillor Mrs. H. A. Cripps	
Councillor M. Gray	
Councillor S. R. Dobson	
Councillor Mrs. E. M. Hannaford	
Councillor G. Worby	
Councillor N. Fogg	
Councillor M. P. Cooper)	
Councillor B. Castle)	
Councillor Mrs. P. Dow)	Observed
Councillor M. Curtis)	
Councillor P. B. Cossey)	
Mr. N. Kerton	Press
Graham Gittins	Town Clerk
Jonathan Mansfield	Civic Secretary
Mrs. R. E. Johnston	Minute Secretary

415/03 APOLOGIES

An apology for absence was received from Councillor Mrs. C. Jackson. At the request of the Chairman, it was agreed that Agenda Item 10 should be taken after Agenda Item 4.

416/03 DECLARATION(S) OF INTEREST

None.

417/03 MINUTES

RESOLVED: That the Minutes of the Meeting held on the 1st December, 2004 be taken as a true record and signed by the Chairman.

418/03

MINUTE TAKING

The Chairman said that the Minutes are getting longer and he is of the opinion That names of Councillors should be omitted from the Minutes as this is unnecessary and causes conflict. He said there should be a short resume of the debate and the name of the proposer and seconder recorded. The Minutes would be easier to Minutes would to read and take a shorter time to download.

A discussion followed and it was proposed by Councillor S. R. Dobson and seconded by Councillor J. Fogg that Councillors are named and the scheme is given a trial period of 6 months. Motion defeated 5 votes against and 3 votes for the motion.

Proposed by Councillor D. L. Parker, seconded by Councillor Mrs. H. A. Cripps that as from tonight the Minutes should only include the names of the Proposer and Seconder of a Motion. It was agreed by 6 votes to 3 to produce these Minutes in this form.

41/9/03

WEBSITE

The Chairman asked Jonathan Mansfield to explain the Town Council's website requirements. Jonathan said that he had attended three meetings and has obtained 4 quotations from various Developers as follows –

Developer A	£16,310.00
Developer B	£ 2,594.00 – 10% discount
Developer C	£ 3,450.00
Developer D	£ 1,080.00

He recommended that the quotation from Developer B be accepted.

The Chairman said that he agreed that Developer B should be recommended for acceptance.

Discussion followed and Jonathan answered questions from Councillors it was agreed that the we should liaise with the existing community website which has been in operation for some years. This gives general information on events and happenings in the Town. Report attached.

Proposed by Councillor G. Francis, seconded by Councillor J. Fogg and RECOMMENDED unanimously that the Town Council should move forward and create this Website and accept Tender B.

The Chairman thanked Jonathan for the work he had done on the Website and for attending the meeting.

420/03

2004 COMMITTEE

The Minutes of the 2004 Committee were presented by Councillor G. Francis the Chairman of the Committee and Received.

He said that sponsorship money is coming in slowly and he is hopeful that the Council will not have to make a contribution to this event.

421/03 TOURIST INFORMATION CENTRE WORKING GROUP

The Minutes of the Tourist Information Centre Working Group were presented by Councillor G. Francis, the Chairman and Received. He said that they are continuing to meet and look at the various options and said that he had just received an e-mail from the LIP giving a progress report up to January, 2004. The report stated that the number of TIC enquiries had been steady although there had been a noticeable increase this year and people are booking their holidays and they are still experiencing difficulties with the absence of a local TIC.

It was agreed that the attention of the Press be drawn to this statement and we need something in place within the next two months.

422/03 TOWN HALL CHARITABLE TRUST

The Minutes of the Meeting of the Town Hall Charitable Trust Working Group were presented by Councillor D. L. Parker and Received.

423/03 DONATIONS

The following applications were considered as follows –

- (a) **Open Studios**
Proposed by Councillor Mrs. H. A. Cripps seconded by Councillor G. Worby and unanimously RECOMMENDED that reluctantly this Council are unable to give a donation, we suggested that they may like to apply for charitable status and re-apply next year.
- (b) **Winged Fellowship**
RECOMMENDED - that this Council is unable to give a donation.
- (c) **SPLASH - Wiltshire**
RECOMMENDED - **£210.00**
- (d) **Citizen's Advice Bureau**
RECOMMENDED - **£250.00**
- (e) **Kennet Accordion Orchestra**
RECOMMENDED - **£500.00**

It was agreed that the subject of a Balance Sheet accompanied with each application should be on the Agenda for the next meeting of the Finance and General Purposes Committee.

424/03 BUDGET – MONTH 9

RECOMMENDED: To Receive the Budget Report for Month 9.

425/03

QUALITY COUNCIL STATUS

The Chairman asked the following two questions –

- (a) Do we wish to proceed to Quality Status?
- (b) Would the Council support Jonathan Mansfield and the Town Clerk obtaining a AQA Certificate?

This qualification will entail approximately two hours studying a month for a year although it does depend on how long it takes the individual – it may not take that long. There may be minimal overtime.

After discussion and in view of the advantages that would be available, it was proposed by Councillor J. Fogg, seconded by Councillor Mrs. H. A. Cripps and unanimously RECOMMENDED that -

- (a) The Marlborough Town Council should obtain Quality Status.
- (b) That the Town Clerk and Jonathan Mansfield obtain AQA.

426/03

RIGHTS OF STATUES FOR FAIRS

Proposed by Councillor J. Fogg, seconded by Councillor Mrs. H. A. Cripps and unanimously RECOMMENDED that we re-visit this once we have obtained Quality Status with a view to having the Rights of Statues for the Mop Fairs.

It was agreed that the penultimate paragraph on the paper on Marlborough Mop Fairs compiled by a previous Town Clerk – the late Mr. L. C. Bell should be taken up with the Chief Executive at Kennet District Council.

427/03

TOWN HALL RENOVATIONS

The Chairman gave an update and said that the Architect had obtained permission from Kennet District Council to clean the grime from the stonework to ascertain the damage.

428/03

SCHEDULE OF ACCOUNTS

- (a) NOVEMBER, 2003
The Schedule of Accounts for **November, 2003** in the sum of **£27,503.23** including reimbursement to the No. 2 Account in the sum of **£6,276.59** was RECOMMENDED and approved and signed by the Chairman.
- (b) DECEMBER, 2003
The Schedule of Accounts for **December, 2003** in the sum of **£19,046.16** including reimbursement to the No. 2 Account in the sum of **£6,076.11** was RECOMMENDED and approved and signed by the Chairman.

429/03

TOWN COUNCIL BALANCES

The Town Clerk reported on the Town Council Balances as at 31st December, 2003.

PART 2

Proposed by the Chairman, seconded by The Mayor and unanimously **RECOMMENDED** that under the Local Government Act 1972 the Public and Press be asked to leave the meeting, due to the fact that legal and confidential matters were to be discussed.

430/03

1a Kingsbury Street

The Town Clerk gave an update on this property . It was **RECOMMENDED** unanimously that the Chairman and the Town Clerk be given ‘delegated powers’ to act.

431/03

Bad Debts

The Town Clerk reported that the current bad debt had now been paid and this Council had no other debtors.

The meeting ended at 9.31pm