

MARLBOROUGH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of a Meeting of the **Finance and General Purposes Committee** held on **Monday 10th April, 2006** in the **Council Chamber, Town Hall, Marlborough at 7.27 p.m.**

PRESENT	Councillor D.L. Parker Councillor S.R. Dobson Councillor W.B. Cavill Councillor G. Francis Councillor N.J. Fogg Councillor Mrs C. Jackson	Chairman
ALSO PRESENT	Mrs Pam Dobson Mrs Sue Fry Mrs Linda Chapman	Town Clerk Office Manager Civic Secretary
	Councillor Mrs E.M. Hannaford Councillor P. Cossey Mr. N. Kerton	Observing Observing Wiltshire Gazette and Herald.

NOTICE OF MEETING – Public Notice of the meeting has been given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

517/05 **APOLOGIES**

Apologies for absence was received from the Mayor, Councillor B. Castle, Councillor A. Ross and Councillor Mrs P. Dow.

518/05 **DECLARATION(S) OF INTEREST**

There were no Declaration(s) of Interest

519/05 **CHAIRMAN’S ANNOUNCEMENTS**

a) Internal Audit

The Committee received information from the Chairman regarding the 1st Internal Audit interim visit for 2005/2006. Councillor S.R. Dobson requested that our professional services are reviewed for the next financial year.

b) South East Regional Conference

The Chairman informed the Committee that it is the intention of the Town Clerk, the Office Manager and a Councillor to attend the SLCC South East Regional Conference on the 1st June, 2006. The Town Clerk will send out a circular to all Councillors with the information and any Councillors wishing to attend should contact the Council Offices as soon as possible to express their interest

520/05

REQUESTS FOR DONATIONS

The Committee considered the following requests for donations –

a) Marlborough Concert Orchestra

Proposed by Councillor N. Fogg, seconded by Councillor G. Francis and -

RECOMMENDED: Unanimously that Marlborough Concert Orchestra be awarded a free hiring for their rehearsal at the Town Hall.

b) Wiltshire Bobby Van

Proposed by Councillor S.R. Dobson, seconded by Councillor G. Francis and -

RECOMMENDED: Unanimously that an application form is produced by the office and all organisations who apply for grants are sent a form to fill in and a copy of their accounts and constitution be requested. All requests will be considered early in 2007.

521/05

SCHEDULE OF ACCOUNTS

a) February, 2006

RECOMMENDED: That the Schedule of Accounts for February, 2006 in the sum of £22,225.60 including reimbursement to the No. 2 Account in the sum of £6,340.73 be Received and Signed by the Chairman

b) March, 2006

RECOMMENDED: That the Schedule of Accounts for March, 2006 in the sum of £26,891.80 including reimbursement to the No. 2 Account in the sum of £6,457.31 be Received and Signed by the Chairman.

522/05

TOWN COUNCIL BALANCES

The Town Council balances as at 28th February, 2006 be received.

523/05

BUDGET REPORT

The Third Quarter Budget Report be received. The Town Clerk reported that the Year End accounts will be produced shortly but that it would appear that the Council will still be within the overall budget for 2005/2006.

PART 2

Proposed by Councillor D. Parker, seconded by Councillor S.R. Dobson and -

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

Before leaving the meeting Mr. N. Kerton requested that he is issued with a statement as soon as possible regarding the Chantry Lane Toilets.

524/05

1 & 2 KINGSBURY STREET

The Town Clerk showed Councillors the references that had been received from a prospective tenant the Heads of Terms that had been submitted to him have been accepted.

After discussion it was –

Proposed by Councillor S.R. Dobson, seconded by Councillor G. Francis and -

RECOMMENDED: Unanimously that the Town Clerk proceed with the application from the prospective tenant for the above property.

525/05

TOWN HALL TOILETS

After discussion it was -

RECOMMENDED: That the Town Clerk approach Kennet District Council for the release of the covenant document as soon as possible.

The Committee wish to record their thanks to Kennet District Council and to Councillor Mrs E.M. Hannaford-Dobson for all their hard work regarding this matter.

526/05

CHANTRY LANE TOILETS

The Committee considered and then accepted the amended transfer document received from Kennet District Council. The Town Clerk reported that in the short term the cleaning will be continued by Kennet District Council but that she will be contacting surrounding villages regarding their cleaning arrangements.

Proposed by Councillor S.R. Dobson, seconded by Councillor N. Fogg and -

RECOMMENDED: Unanimously that the Town Clerk proceed with the transfer document.

527/05

EMPLOYMENT OF HEALTH AND SAFETY OFFICER

The Town Clerk reported that she had assessed the position of the Health and Safety Officer during the last 6 months she reported to the Committee that he his very pro-active and an asset to the Council after discussion it was –

Proposed by Councillor S.R. Dobson, seconded by Councillor G. Francis and –

RECOMMENDED: Unanimously that the Health and Safety Officer be offered a six month contract to run from the 1st May, 2006. When the Staffing Committee is established this position will then be reviewed along with other staff contracts.

The meeting ended at 8.35 p.m.