

MARLBOROUGH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES

Minutes of a meeting of the **Finance and General Purposes Committee**, which was held on **Monday 17th January, 2005** in the Council Chamber, Town Hall, Marlborough at 7.55 p.m.

PRESENT

Councillor S.R. Dobson	Chairman
Councillor G. Francis	Town Mayor
Councillor Mrs H. A. Cripps	Deputy Town Mayor
Councillor E.M. Hannaford	
Councillor N. J. Fogg	
Councillor Mrs C.V. Jackson	
Councillor M. Gray	
Councillor D. L. Parker	
Councillor Mrs P.A. Dow	
Councillor A. R. Ross	
Councillor B. Castle	Observed
Mr. N. Kerton	Wiltshire Gazette
Graham Gittins	Town Clerk
Sue Fry	Office Manager
Plus two members of the public	

452/04 APOLOGIES:

There were no apologies for absence.

453/04 DECLARATIONS OF INTEREST:

There were no declarations of interest.

454/04 CHAIRMAN'S ANNOUNCEMENTS

Standing Orders

The Chairman reminded Councillors that any comments or queries they had regarding Standing Orders should be handed to the Civic Secretary by the 31st January 2005.

Agenda Items

The Chairman said that he was taking legal advice regarding the responsibility of agenda compilation.

Please find document attached

455/04 MINUTES:

RECOMMENDED: That the Minutes of the meeting which was held on Monday 29th November 2004 be confirmed as a true record and signed by the Chairman.

456/04 CHRISTMAS LIGHTS:

The Chairman referred to a letter that he had received from the Chamber of Commerce requesting that this Council make an annual donation of £1,000.00 towards the Christmas lights. The Town Clerk reported that there was a budget in place for this annual donation but that the Chamber of Commerce had not requested it for the last two years.

Proposed by Councillor Mrs E. M. Hannaford, seconded by Councillor A. R. Ross and –

RECOMMENDED: That the Town Council would give a donation of £2,000.00 to the Chamber of Commerce - £1,000.00 from last year's budget and £1,000.00 from the 2005/2006 budget.

457/04 DONATIONS:

The Committee considered the following applications for donations that had been received –

(a) The Winged Fellowship Trust

RECOMMENDED: That on this occasion no donation be made.

(b) Cruse Bereavement Care

Proposed by Councillor Mrs E.M. Hannaford, seconded by Councillor H. A. Cripps and

RECOMMENDED: That a donation of £500.00 be awarded.

(c) SPLASH

Proposed by Councillor D.L. Parker, seconded by Councillor Mrs H. A. Cripps and –

RECOMMENDED: That a donation of £500.00 be awarded

458/04 TOWN COUNCIL INSIGNIA:

After discussion it was decided that this Committee have no objection in principle to the Town Council Insignia being displayed in the Council Chamber but that costings and the approval of our Insurance Company would have to be sought.

RECOMMENDED: That the Town Clerk, The Mayor and Councillor M. Gray would investigate these points and would report their findings at the next Finance and General Purposes Committee meeting.

459/04 TOWN COUNCIL RATEABLE VALUES:

The Town Clerk reported on the rate refunds that had been received for our various properties. The Deputy Town Mayor said that the Town Clerk should be congratulated on all the hard work he had done to achieve these refunds.

460/04 TOWN HALL PROMOTIONS WORKING GROUP:

(O8) Chandeliers

Councillor M. Gray reported that he had received a quotation for £1,870.00 plus V.A.T. for two chandeliers. After discussion it was decided that two other quotations should be sought before a decision is made on the supplier.

RECOMMENDED: That this be reconsidered at the end of the financial year when the committee know what funds are available.

The Mayor asked the Chairman if there has been any progress made on the erection of a cupboard in the Assembly Room kitchen.

The Chairman replied that a new drawing has been done and that quotations are to be obtained.

461/04 TOWN COUNCIL BALANCES:

The Marlborough Town Council Balances as at 31st December 2004 were received.

462/04 SCHEDULE OF ACCOUNTS – NOVEMBER 2004:

Cheque No. 408

The Mayor informed the Committee that he has reimbursed the Town Council in the sum of £181.05 for expenses for the Fire Safety Conference.

Cheque No. 426

Councillor Mrs E. M. Hannaford asked that the Recreation and Amenities Committee review annually the cost involved in growing our own bedding plants. The Town Clerk stated that we currently buy all our plants from Bristol City Council, which saves the Council approximately £1,500.00 per annum against growing from seed or plugs. The Chairman asked Councillor Mrs P. A. Dow if she would review this costing later in the year.

RECOMMENDED: That the Schedule of Accounts for November 2004 in the sum of **£22,169.71** including reimbursement to the No. 2 Account in the sum of **£6,396.81** be approved and signed by the Chairman.

463/04 ANNUAL AUDIT 2003/2004:

The comments from the External Auditors Mazars were noted and would be actioned for the next years accounts.

The meeting closed at 8.50 p.m.