



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S FINANCE & GENERAL PURPOSE COMMITTEE HELD ON THURSDAY 24<sup>TH</sup> JANUARY 2019 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 6.30 PM**

**PRESENT:** Councillors: M Moseley (Chairman), J Davies, P Day & Mrs H Siphthorp, Clerk/RFO of the Council

- 1. APOLOGIES FOR ABSENCE:** Cllrs M Curtis & B Eddolls
- 2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:** Members were reminded to declare any interests in items on the agenda as they come up.
- 3. MINUTES OF MEETING HELD ON 4<sup>TH</sup> DECEMBER 2018**  
**RESOLVED** – Proposed Cllr J Davies, seconded by Cllr Day that the minutes be signed by the chairman as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 4. QUESTIONS FROM MEMBERS OF THE PUBLIC**  
None as no members of public present.
- 5. CHAIRMAN'S ANNOUNCEMENTS**  
None.
- 6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 4<sup>TH</sup> DECEMBER 2018**  
Residents' survey in relation to what the community would like the council to use the Youth Centre for if it successfully purchases the building had not been actioned by clerk at present. She suggested that this could be done at the same time as the event for residents to vote on what community projects Brio Development could finance over the coming years. All agreed that this was a sensible solution.  
Stow Almhouse charity grant had been paid in early December 2018 and sent to William Hinton accountants as requested on the application form. However it appears that this has yet to be reported to the trustees. Cllr J Davies represents council on this charity and will take this up at their next meeting.
- 7. TO DISCUSS EXTRA COSTS INVOLVED TO INCREASE COUNCIL'S INSURANCE POLICY TO COVER ASSETS TO TRUE REINSTATEMENT VALUES**  
Clerk presented the following figures:-

Description	Currently insured for	Current day valuation	Variance
Bier House	£12,555	£44,000	-£31,445
Lych Gate	£0	£36,000	-£36,000
Allotments*	£3,704	£8,000	-£4,296
Stocks	£5,410	£6,000	-£590
The Fountain	£32,548	£46,000	-£13,452
The Cross	£32,548	£46,000	-£13,452
Shipping Container	£2,000	£2,000	£0

**-£99,235**

\*Mains water connection and associated piping for water supply; several outdoor taps and steel

troughs throughout the allotment site.

**RESOLVED** – Proposed Cllr Day, seconded by Cllr Moseley that the council take out the extra insurance cover for above at a cost per annum of £279.48 including IPT which would be pro rata for remainder of current policy which ends on 31<sup>st</sup> May 2019. **RECORD OF VOTING** – All in favour. **Motion carried.**

**8. TO GIVE UPDATE ON ANTICIPATED EXPENDITURE FROM GENERAL RESERVES AS AT 31<sup>ST</sup> DECEMBER 2018 AND TO REPORT ANY FURTHER ANTICIPATED EXPENDITURE TO END OF FINANCIAL YEAR ON 31<sup>ST</sup> MARCH 2019**

The meeting discussed in detail the figures presented by the clerk. The figures are accurate to 31<sup>st</sup> December 2018 with no further expenditure planned at present from General Reserves before end of financial year. For details see Appendix 1 on page 37.

**9. TO DISCUSS ACTUAL INCOME/EXPENDITURE COMPARED TO BUDGET AS AT 31<sup>ST</sup> DECEMBER 2018**

Clerk presented spreadsheets which the meeting ran through. Everything going to plan and no issues. These will go to council for approval at their January meeting.

**10. TO DISCUSS ANTICIPATED INCOME/EXPENDITURE BEFORE THE END OF FINANCIAL YEAR AND TO RECOMMEND TO COUNCIL, IF APPLICABLE, WHETHER TO VIRE ANY MONIES ACROSS FROM ONE BUDGET TO ANOTHER**

Clerk reminded members that the Burial board had asked that if there were any unspent monies in the current budget that it be considered to vire to their budget to allow them to resurface the cemetery paths.

**RESOLVED** – Proposed Cllr Moseley, seconded Cllr J Davies that recommendation to council is £15,000 from Planning, traffic & parking committee budget to be vired to Burial board budget. At the same time the earmarked reserves for Monarch's Way £5,000 and Digbeth Street partial pedestrianisation for £15,000 be transferred to Burial board and that all monies be used for resurfacing the cemetery paths. **RECORD OF VOTING** – All in favour. **Motion carried.**

**11. TO DISCUSS ACTION TO BE TAKEN WHEN LLOYDS FIXED BOND MATURES ON 31<sup>ST</sup> JANUARY 2019**

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Day that the final balance be put into a new fixed term bond of 1 year giving 1% interest. **RECORD OF VOTING** – All in favour. **Motion carried.**

**12. TO DISCUSS DRAFT OF 'HEALTH & SAFETY ADVICE NOTE' FOR USERS OF DISPLAY SCREEN EQUIPMENT (DSE)**

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Day that the document is adopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

**13. ANY OTHER BUSINESS**

None.

**14. MEETING CLOSED:** 7.15 pm.

**15. NEXT MEETING:** Monday 18<sup>th</sup> March 2019 at 6.30 pm.

**APPENDIX 1**

**SUMMARY OF GENERAL AND EARMARKED RESERVES AS AT 31ST DECEMBER 2018**

<b>Committee</b>	<b>Description</b>	<b>Amount</b>	<b>Actual Cost</b>	<b>Returned to General Reserves*</b>
Burial Board	Deficit in budget for resurfacing cemetery car park	£5,245	£5,245	£0
Parks & Square	Deficit in budget for play equipment repairs for KGF & Spring Gardens	£2,368	£0	£0
	Deficit in budget for new metal fence at KGF play area	£4,012	£4,012	£0
Council	CCTV	£1,250	£1,250	£1,250
	New door buzzer	£400	£400	£400
	Painting various offices	£1,500	£1,200	£1,200
	Youth Centre building survey	£500	£500	£500
	New defibrillator for Stow Pharmacy	£850	£850	£0
	Structural survey on Youth Centre roof	£750	£525	£525
	New phone system	£2,491	£2,368	£2,368
	Reinstatement valuation of council assets include Youth Centre	£665	£805	£805
	Search fees in relation to purchasing Youth Centre	£500	£500	£500
	Deputy clerk vacancy advertisement in Cotswold Journal	£633	£633	£0
	<b>TOTAL</b>	<b>£21,164</b>	<b>£18,288</b>	<b>£7,548</b>

General Reserves as at 31st March 2018	£75,446
Earmarked Reserves as at 31st March 2018	£42,500
<b>TOTAL</b>	<b>£117,946</b>

General Reserves as at 31st March 2018	£75,446
Minus expenditure detailed above	£18,288
Plus monies taken from General Reserves ahead of loan*	£7,548
Earmarked Reserves as at 31st March 2018	£42,500
<b>GRAND TOTAL of all reserves*</b>	<b>£107,206.00</b>

\*This assumes that £7,548 taken from General Reserves to purchase the Youth Centre will be returned once the PWLB has been granted.

Signed: \_\_\_\_\_ Chairman

Dated: \_\_\_\_\_