



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S FINANCE & GENERAL PURPOSE COMMITTEE HELD ON THURSDAY 21ST NOVEMBER 2019 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 5.30 PM

PRESENT: Councillors: A White (Chairman), M Deacon, P Day, B Eddolls (Chairman of council), M Curtis, M Moseley & Mrs H Siphthorp, Clerk/RFO of the council

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Members were reminded to declare any interests in items on the agenda as they arise.

3. MINUTES OF MEETING HELD ON 3RD OCTOBER 2019

RESOLVED – Proposed Cllr Eddolls, seconded Cllr Deacon that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – 4 in favour, 2 abstentions. **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 3RD OCTOBER 2019

Clerk confirmed that Centre 67 (Stow Youth Club) trustees have decided not to sell the building to the council.

She also confirmed that the amended Risk Management policy document discussed at the last meeting will go to council for approval at the December 2019 meeting.

7. TO WELCOME NEWLY CO OPTED MEMBER OF COUNCIL ONTO COMMITTEE – CLLR MIKE MOSELEY

Chairman welcomed Cllr Moseley to the committee.

8. TO REVIEW BUDGET AGAINST ACTUAL INCOME/EXPENDITURE TO 31ST OCTOBER 2019

The clerk ran through the figures and they were unanimously approved by the committee.

	2019/20		
INCOME	Budget	As at 31/10/19	Variance
Precept	£142,170	£142,170	£0
Administration	£0	£0	£0
Central Services	£1,110	£569	£541
Burial Board	£5,480	£5,624	(£144)
Parks, Square & Allotments	£20,070	£12,049	£8,021
Planning, Traffic & Parking	£0	£0	£0
Neighbourhood Development Plan	£2,000	£0	£2,000
TOTAL	£170,830	£160,412	£10,418

EXPENDITURE	2019/20		
	Budget	As at 31/10/19	Variance
Administration	£67,000	£39,003	£27,997
Central Services	£57,550	£26,436	£31,114
Burial Board	£14,395	£8,115	£6,280
Parks, Square & Allotments	£36,775	£19,245	£17,530
Planning, Traffic & Parking	£2,000	£2,250	(£250)
Neighbourhood Development Plan	£2,000	£0	£2,000
Transfer from EMR for cemetery paths	£0	£31,460	(£31,460)
Taken from General Reserves	£0	£0	£0
TOTAL	£179,720	£126,509	£53,211

9. TO DISCUSS DRAFT BUDGET FOR YEAR ENDING 31ST MARCH 2021 AND MAKE RECOMMENDATIONS TO COUNCIL

Members discussed the draft and a few additions were made. **RESOLVED** – Proposed Cllr White, seconded Cllr Day that the revised draft will be presented to council for approval at the December 2019 meeting. **RECORD OF VOTING** – All in favour. **Motion carried.**

10. TO REVIEW THE FOLLOWING COUNCIL DOCUMENTS:-

- i) **Dignity at work, bullying & harassment**
- ii) **Equal opportunities policy**
- iii) **Media policy (excluding social media) policy**

RESOLVED – Proposed Cllr White, seconded Cllr Eddolls that above policy documents are readopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

11. COUNCIL GRANTS:-

- i) **Clerk to update members on outstanding payments to Stow Community & Family Hub, Centre 67 (Stow Youth Club) & Stow Scout group**
Cllr Curtis declared an interest in the Stow Community & Family Hub as a trustee. The holiday clubs organised by the Stow Community & Family Hub had not taken place therefore the grant had not been paid. Cllr Curtis said that the trustees will put in a new application. Council awaits a date for a meeting with Centre 67 trustees about their application. Clerk said that there had been a delay on Stow Scouts advising what equipment they wished to buy in relation to their application. There remains a balance of £244 in the budget.

- ii) **To review and amend if appropriate council's Grant awarding policy document and make recommendations to council for approval**
RESOLVED – Proposed Cllr Curtis, seconded Cllr White that the draft is approved subject to a couple of amendments and will then go to council for approval and adoption at the December 2019 meeting. **RECORD OF VOTING** – All in favour. **Motion carried.**

12. TO CONFIRM AND REPORT THAT CLLRS DAY & DEACON HAVE CARRIED OUT INTERNAL FINANCE CONTROL CHECKS TO 30TH JUNE 2019

Both members confirmed they had carried out the checks and found everything in order.

13. NEXT MEETING: Thursday 13th February 2019 at 5.30 pm.

14. MEETING CLOSED: 6.17 pm.

Signed: _____ Chairman

Dated: _____