



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S FINANCE & GENERAL PURPOSE COMMITTEE HELD ON FRIDAY 24TH JULY 2020 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 10.30 AM

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

1. APOLOGIES FOR ABSENCE

Cllr 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 arise.

3. MINUTES OF MEETING HELD ON 20TH FEBRUARY 2020

RESOLVED – Proposed Cllr Deacon, seconded Cllr Moseley that the chairman should sign the minutes as a true and accurate record of the meeting. **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

Nothing to report.

6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 20TH FEBRUARY 2020

Nothing to report.

7. TO REVIEW AND AMEND COMMITTEE TERMS OF REFERENCE AND IF APPROPRIATE MAKE RECOMMENDATIONS TO COUNCIL

RESOLVED – Proposed Cllr White, seconded Cllr Deacon that the addition of the election of vice chairman is only amendment that will go forward to council for approval. **RECORD OF VOTING** – All in favour. **Motion carried.**

8. TO REVIEW, AMEND IF APPROPRIATE AND ADOPT THE FOLLOWING DOCUMENTS:-

- i) Advice Note: Time off for dependants
- ii) Time of Work policy
- iii) Advice Note: Paternity leave and pay
- iv) Advice Note: Maternity leave and maternity pay
- v) Advice Note: Flexible working

Cllr Curtis joined the meeting at 10.36 am.

RESOLVED – Proposed Cllr White, seconded Cllr Deacon that document i) and v) are readopted without any change. Document ii) is readopted with minor amend under "Obligatory Time Off" where the word "and" be changed to "an". Document iii) and iv) be brought up to date with latest Government legislation in terms of maternity/paternity rates of pay. **RECORD OF VOTING** – All in favour. **Motion carried.**

- 9. TO REVIEW INVESTMENT STRATEGY AND MAKE RECOMMENDATIONS TO COUNCIL FOR APPROVAL AND ADOPTION**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Moseley that the recommendation to council is to readopt without change. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 10. TO DISCUSS REDRAFTING BUDGET TO 31ST MARCH 2021 AND IMPLICATIONS DUE TO COVID 19 PANDEMIC**
Clerk had recommended that the current budget should be revised due to current pandemic and its implications on council. She ran through the proposals and members gave input too. It was agreed that clerk would redraft and this would be submitted and discussed at the next meeting and final draft submitted to council for approval at its September 2020 meeting.
- 11. TO GIVE UPDATE ON CHANGES TO LLOYDS BANK MANDATE**
Clerk confirmed that former Cllr Day had been removed and that Cllrs J Davies and Moseley had now been added as new signatories for the council’s current account.
- 12. NEXT MEETING:** Wednesday 9th September 2020 at 10.30 am.
- 13. MEETING CLOSED:** 11.10 am.

Signed: _____ Chairman

Dated: _____