



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S FINANCE & GENERAL PURPOSE COMMITTEE HELD ON THURSDAY 18TH MARCH 2021 VIA ZOOM AT 10.00 AM

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

1. APOLOGIES FOR ABSENCE

Cllr M Worker.

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 11TH FEBRUARY 2021

RESOLVED that the Chairman should sign the minutes as being a true and accurate record of the meeting. **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 11TH FEBRUARY 2021

Clerk said that the council's Scheme of Delegation to the Clerk policy document had been adopted by the council at the February 2021 meeting.

Cllr Curtis joined the meeting.

Council had also adopted the amended version of Privacy Notice for Staff, Councillors and Role Holders along with the General Privacy document at the February meeting too.

7. TO REVIEW AND AMEND IF APPROPRIATE AND MAKE RECOMMENDATION TO COUNCIL FOR:-

i) **Community Engagement Strategy**

RESOLVED that some further amendments are made (in addition to clerk's suggestions) and then the recommendation to council will be to adopt. **Motion carried.**

ii) **Information Available Under Publication Scheme**

RESOLVED that some further amendments are made (in addition to clerk's suggestions) and then the recommendation to council will be to adopt. **Motion carried.**

8. TO REVIEW AND DISCUSS COTSWOLD DISTRICT COUNCIL'S NEW CODE OF CONDUCT AND PROPOSE THAT RECOMMENDATION TO COUNCIL IS TO ADOPT AND ADAPT THIS DOCUMENT FOR ITS REVISED CODE OF CONDUCT

RESOLVED approved. **Motion carried.**

9. TO DISCUSS COSTS FOR THE PURCHASE OF FIREPROOF CABINET TO HOUSE CEMETERY RECORDS, LEGAL DOCUMENTS ETC

RESOLVED expenditure approved for an amount including VAT of £541.20 to purchase an additional fireproof cabinet for the office and that it would be funded from General Reserves. **Motion carried.**

10. CLERK TO REPORT ON ACTUAL INCOME/EXPENDITURE TO 28TH FEBRUARY 2021 COMPARED TO BUDGET
RESOLVED approved. **Motion carried.**

11. DATE OF NEXT MEETING: Thursday 29th April 2021 at 10.00 am.

12. MEETING CLOSED: At 10.46 am.

Signed: _____ Chairman

Dated: _____

DRAFT