

22<sup>nd</sup> October 2019

Policy and Finance

**DURSLEY TOWN COUNCIL**

MINUTES and REPORT of the MEETING of the POLICY AND FINANCE COMMITTEE of the Council held in the Methodist Church, Castle Street, Dursley at 7:30p.m. on Tuesday 22<sup>nd</sup> October 2019 for presentation to the Council on the 5<sup>th</sup> November 2019.

**PRESENT**

Councillors: S Creswick (Chair), J Burdge, P Hayes, M Stennett , N Grecian, S Ackroyd, L Patrick (Vice-Chair), A Stennett & K Reynolds.

In Attendance: Town Clerk, J Kay.

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs M Woodward (personal), W Thomas and A Whitwell (both business).

2. **DECLARATIONS OF INTEREST**

There were no declarations of Interest.

3. **REQUEST FOR DISPENSATIONS**

There were no requests for dispensations.

4. **REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**

There were no members of the public present.

5. **MINUTES**

The Minutes of the Meeting of the Policy and Finance Committee held on the 10<sup>th</sup> September 2019 were approved as a true record and signed by the Chair.

6. **REGARDING GRANT APPLICATIONS**

**IT WAS RESOLVED** to recommend to Council on the 5<sup>th</sup> November 2019 that the following applications be approved:

<b>Applicant</b>	<b>Brief Description</b>	<b>Amount Awarded</b>	<b>Conditions/Notes and Abstentions</b>
Churches Together	Lunch/Entertainment at Christmas.	£100	On receipt of financial information.
GL11	Afterschool/Holiday Club funding.	£425	Grant towards Play Resources & Equipment only.  Cllr Grecian voted against.

7. **FESTIVE PERIOD OFFICE CLOSURE**

**IT WAS RESOLVED** to close the office from mid-day on the 24<sup>th</sup> December to 2<sup>nd</sup> January 2020.

8. REGARDING FINANCIAL REGUALTIONS

**IT WAS RESOLVED** to accept the new model financial regulations with the advised changes from the Town Clerk.

9. REGARDING STANDING ORDERS - SECRET BALLOT

**IT WAS RESOLVED** to recommend to Council that the additional clause is added to the Standing Orders to allow a secret ballot to be held only for the co-option to Council in the circumstance where there are more applicants than vacancies.

Proposed Clause – “A Councillor may request a secret ballot be held for the purpose of co-opting new members to Council when there are more applicants than vacancies. The request must be approved by Council, the Town Clerk is responsible for counting the ballot papers and informing the Mayor of the vote. The applicants are able to view the papers for the purpose of validity”.

10. REGARDING INVESTMENTS

The latest investments were noted.

11. DRAFT COMMITTEE ACTION PLAN 2020/23

The draft Committee Action Plan Programme 2020–2023, circulated with the agenda was reviewed. It was noted it did not allow for any salary decisions made at the Staffing Committee earlier in the evening.

**IT WAS AGREED** that potential projects linked to the Neighbourhood Development Plan will be considered at the December meeting of the committee and there was a desire for a highway safety scheme in Silver Street, but we are awaiting confirmation that a feasibility report can be carried out by Gloucestershire County Council’s consultant soon.

**IT WAS RESOLVED** to take the Committee Action Plan Programme 2020-23 to the full Council budget meeting on the 19th November 2019 for consideration.

13. DRAFT BUDGET FOR 2020-2023

The draft Policy & Finance budget for the year 2020-2023 and summary for the overall budget for 2020/23, circulated with the agenda was considered.

**IT WAS AGREED** to add £1,050 to the 2020/21 IT budget (Code: 160) for the purchase of anew laptop and projector. The existing ones could be offered to a local community group.

**IT WAS AGREED** that a bi-annual sum of £250 be added to the Community Speedwatch budget (Code: 925) for year’s 2020/21 and 2022/23 for calibration.

The meeting closed at 8:20pm.

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Chair

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Date