

15<sup>th</sup> December 2020

Policy and Finance

**DURSLEY TOWN COUNCIL**

MINUTES and REPORT of the MEETING of the POLICY AND FINANCE COMMITTEE of the Council held online at 7:30p.m. on Tuesday 15<sup>th</sup> December 2020 for presentation to the Council on the 19<sup>th</sup> January 2021.

PRESENT

Councillors: S Creswick (Chair), M Woodward, P Hayes, N Grecian, S Ackroyd, W Thomas, L Patrick (Vice Chair), A Stennett and M Stennett.

In Attendance: Town Clerk, J Kay.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr A Whitwell (business).

2. DECLARATIONS OF INTEREST

Cllr Creswick declared a pecuniary interest as an employee of Gloucestershire Association of Parish & Town Councils. (Minute No. 8)

3. REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

4. MINUTES

The Minutes of the Meeting of the Policy and Finance Committee held on the 20<sup>th</sup> October 2020 were approved as a true record and signed by the Chair.

5. BUSINESS CONTINUITY POLICY

**IT WAS RESOLVED** to accept the changes and adopt the revised policy.

6. TO CONSIDER THE REQUIREMENT FOR DISCLOSURE & BARRING (DBS) CHECKS

The Committee considered the requirements, costs and the need for volunteers that would come into regular contact with young or vulnerable people because of duties linked to the Town Council business and associated events/activities.

**IT WAS AGREED** to review the checklist in relation to volunteers at the next Committee meeting and make a recommendation to Council.

7. TO RECEIVE AN UPDATE ON THE USE OF THE OVERDRAFT – MAY 2020

The Town Clerk presented the update.

**IT WAS RESOLVED** to request that Lloyds Bank return the fee for using the overdraft due to the amount of funds held in the bank overall.

8. TO APPOINT AN INTERNAL AUDITOR FOR 2020/21

Cllr Creswick left the meeting; Cllr Patrick assumed the role of Chair. The Town Clerk presented an overview of the options available.

**IT WAS RESOLVED** to appoint Gloucestershire Association of Town and Parish Councils as our auditor for the 2020/21 financial year.

Cllr Creswick returned to the meeting and resumed the role of Chair.

9. TO RECEIVE AN UPDATE ON THE ASSET OF COMMUNITY VALUE APPLICATIONS

There was no update available.

10. INVESTMENTS

The investments to 4<sup>th</sup> December were noted.

**IT WAS AGREED** to delegate authority to the Committee Chair and Town Clerk to agree a sum which can be transferred from the Lloyds Bank account to the Public Sector Deposit Account to take advantage of the better rate of interest.

The meeting closed at 8:00pm.

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Chair

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Date