

DURSLEY TOWN COUNCIL

MINUTES and REPORT of the MEETING of the POLICY AND FINANCE COMMITTEE of the Council held in the **Methodist Church Rooms, Castle Street, Dursley** at 7.30 p.m. on Tuesday, 18th August 2015 for presentation to the Council on the 1st September 2015.

PRESENT

Chairman: Councillor L Patrick

Councillors: N Grecian, M Laybourne, S Creswick, B Marsh, M Nicholson, A Stennett, F Firth.

In Attendance: Town Clerk, J Kay

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Blackwell-Whitehead (personal), and C Nelmes (personal).

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 representations from the public.

5. MINUTES

The Minutes of the meetings held on the 16th June 2015 were approved and signed.

6. REVIEW OF RESERVE ACCOUNTS

The clerk provided a breakdown of the current banking arrangements including rates of interest and recent interest sums obtained.

IT WAS RESOLVED that the clerk should contact the Lloyds and Barclays in the first instance to enquire about Fixed Term/Treasury Deposits to increase interest earned on capital sums.

7. TO CONFIRM DTC REPRESENTATIVE ON BOARD OF CITIZENS ADVICE BUREAUX

IT WAS RESOLVED that this was not a mayoral appointment and the existing representative Cllr Jane Ball should remain the town council representative.

8. CAM & DURSLEY EMERGENCY PLAN

A review of the emergency plan was carried out by the town clerk and the changes were highlighted to the committee. It was noted that Cam Parish Council had also been requested to carry out a review of contact details within the plan.

IT WAS RESOLVED to approve the changes highlighted by the town clerk with the additional comments to be actioned: to appoint a deputy Emergency Management Co-ordinator (pg 7; Item 7.1.2), to update radio frequencies (pg 13) & add available DAB stations (pg 13).

On receipt of the changes from Cam Parish Council the town clerk will present the updated document for approval at next P&F Committee meeting.

9. APPROVAL OF BACS PAYMENT FOR STAFF

IT WAS RESOLVED to approve the town clerk’s recommendation on BACS payment for staff.

10. APPROVAL OF BUSINESS CHARGE CARD

IT WAS RESOLVED to approve the town clerk’s recommendation to obtain a Business Charge Card for electronic/online purchasing.

There being no further business, the meeting closed at 8:05 p.m.

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Chairman

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Date