

**MINUTES OF THE
FINANCE COMMITTEE MEETING
HELD ON TUESDAY 15TH April 2014**

Present: Cllr Wardle Cllr Sanford Cllr Mumford
 Cllr Muir Cllr Dallow

In attendance: Vanessa Lawrence (Clerk)

- F66 13/14 To note apologies**
Apologies were receive from Cllr Hing
- F67 13/14 Declarations of Interest in items on the agenda**
None
- F68 13/14 To confirm the minutes of the meeting held on 21st January 2014**
It was **RESOLVED** to approve the Minutes of the Finance meeting held on the 21st January 2014 as a true and accurate record of the proceedings.
Proposed Cllr Mumford, seconded Cllr Dallow – 4 in favour, 2 abstentions.
- F69 13/14 Matters arising.**
The Clerk advised that the Internal Auditor would be conducting the audit on the 30th April and that she has arranged to collect him.
- F70 13/14 To consider end of year figures and agree figures for Internal Audit.**
Following discussion figures were confirmed that related to money that has been set aside from the 2013/14 budget for projects – these are as follows:
£26500 – Highways works near the new developments
£9500 – Flood Resilience
£2500 – Parking consultation
£5500 – Surfacing in the Walnut Tree Field around basketball net
£15000 – New Burial Ground
£78320 – Re-surfacing car park
£5000 – Gladman Appeal
These amounts relate to ongoing projects.
Accounting for the above items unallocated reserves amount to approximately £45k.
It was **RESOLVED** to agree that the figures shown in the end of year figures are accurate and should be submitted for Audit. Proposed Cllr Sanford, seconded Cllr Dallow – all in favour. **ACTION: Clerk to submit figures for Audit.**

- F71 13/14 To consider and agree funding for the following:-**
- **basketball area** – It was agreed that funds for this project should be taken out of reserves.
 - **Gladman application – appeal** - It was agreed that funds for this project should be taken out of reserves.
 - **Car park re-surfacing and when work should commence** – Following debate the Clerk was asked to confirm the method of payment i.e. staging of payments and a retention amount (?10%). It was further agreed that a member of the Highways Committee should monitor the progress of work. **ACTION: Clerk to obtain confirmation on payment staging, retention and start date for work in the car park from the contractor and to speak to the Chairman of the Highways Committee regarding monitoring of works.**
It was **RESOLVED** to agree funding for the above three items.
Proposed Cllr Sanford, seconded Cllr Dallow – all in favour.
- F72 13/14 To consider and agree membership renewal for GAPTC - £680.64**
It was agreed to defer this item to the Full Council meeting in May. **ACTION: Clerk to add this item to the Agenda for the Full Council meeting in May.**
- F73 13/14 To consider and agree software support and maintenance contract for CCTV cameras (1/5/14) - £1000 + VAT.**
Following debate it was **RESOLVED** to agree the software support and maintenance contract renewal for 2014/15. Proposed Cllr Muir, seconded Cllr Sanford – all in favour. **ACTION: Clerk to raise cheque and to submit invoice to FCC Ltd for their share of the cost.**
- F74 13/14 To consider and agree change of telephone provider from BT to local company Mainstream Digital.**
Following debate it was agreed that further investigation into other suppliers should be obtained unless BT is able to offer a more suitable discount on their fees. **ACTION: Clerk to look at alternative telecommunications providers and to speak to BT.**
- F75 13/14 To consider and agree to change Insurance Company if a more competitive premium is obtained.**
Debate took place relating to the renewal premium and to an alternative quote received. The Clerk was asked to obtain a further quote and to relay this information to the Finance Committee by e-mail and to add this item for formal ratification to the Agenda for the next Full Council meeting in May. **ACTION: Clerk to obtain another quote and to add this item to the Agenda of the next Full Council meeting in May for formal ratification.**

F76 13/14 To consider grant requests – e-mailed

It was **RESOLVED** to grant the following amounts to the following organisations that have approached the Town Council for grant funding:-

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| Fairford Festival - | £250 for the Childrens party |
| FEST (Fairford Emergency Support Team) - | £500 |
| FHS (Fairford History Society)- | FTC will pay for the printing of their leaflet upto a max.of £100 |
| CVS - | £250 – Caveat that money should be spent on project in Fairford |
| CAB- | £75 |
| Fairford Tennis Club - | £600 |
| Memory Club - | Clerk to contact this organisation to seek more information on the work that they do in Fairford before a decision is made. |

Proposed Cllr Dallow, seconded Cllr Sanford – all in favour. **ACTION: Clerk to add this item to the Agenda for Full Council for formal agreement.**

The next meeting will be held on the 17th June 2014.

.....Chairman

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