

THRAPSTON TOWN COUNCIL

Mayor: Cllr. Eddie Sewell

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281-011/012

FINANCE AND STRATEGY COMMITTEE

Minutes of meeting held on 13 March 2012

Present: Cllr. E Franklin, Cllr. P Baden, Cllr. E Sewell (ex-officio), Cllr. K Fouhy, Cllr. A Winter and Cllr. R Jakeman

In attendance: Jeanne Pike, Clerk

Prior to opening the meeting Cllr. Franklin paid tribute to Bernard Dennison who died recently aged 90. Bernard Dennison had spent 37 years of his life on the Town Council serving the people of Thrapston and everyone in the town owes him a debt of gratitude for his resourcefulness and tenacity, especially when it comes to Section 106 Agreements. He will be missed.

01 Apologies:

There were no apologies.

02. Declaration of Interest in items on the agenda:

None

03. Public Participation:

There were no members of the public present.

04. February Finance Statement:

The Clerk presented the January Finance Statement

Proposal: That the finance statement for February 2012 be accepted and passed to Full Council for ratification and the approvals passed for payment, proposed by Cllr. P Baden and seconded by Cllr. R Jakeman with **all in favour**

Pass to Full Council for ratification

05. Groundsman's Contract- Financial Implications:

A new contract will come into force on 06 April 2012 and will last for five years.

There is an increase in cost on this. There is also the hire of equipment to plant the new tree in the Peace Park, cost is not yet known but total cost including the tree is estimated at around £2,000.

The shoring equipment for the grave digging is on order and the cost is shown under approvals.

The tree inspection has been carried out but no information has yet been received.

All correspondence to The Clerk to the Council

06. Effectiveness of Internal Audit:

Members considered the BDO example of the review of effectiveness of internal audit. The Terms of Reference for the Internal Auditor and the Audit Plan were also reviewed and Cllr. P Baden proposed that all three be passed to Full Council for approval, this was seconded by Cllr. K Fouhy with **all in favour. Pass to Full Council**

It was noted that the Clerk is meeting with WPS Insurance on 03 April 2012 at 10 am and there may be issues from that meeting that will need to be addressed regarding insurance. All councillors are welcome to attend.

07 Standing Orders:

Standing Orders will need to be reviewed as there is to be a new Code of Conduct that Councillors will sign up to that may impact on the present one. Full information is not yet available so this matter will be deferred to the next F&S meeting in April.

Pass to April F&S

08 Earmarked Funds – Salaries and Pension for 2012/2013:

The current pay scales remain frozen for the coming year but as agreed by personnel the incremental spinal column will be moved for the Clerk for the first time in three years, this increase will also be reflected in the Deputy Clerk's salary. It was stressed that this is purely an incremental move of one point to reflect, increase of work, years of service and performance and NOT a salary increase.

The move will be from 34 to 35 and will give a gross increase of £600: pension payments will increase in line with pay. Proposed by Cllr. P Baden and seconded by Cllr. R Jakeman with **all in favour. Pass to Full Council for ratification.**

Earmarked monies were considered in readiness for the end of year audit. These were lifted from the Budget which was agreed in November 2011. Members agreed that there was no change to these figures.

09 Cemetery Costs for 2012/2103:

The Clerk presented figures for the next year that gave 2.5% or less increase on present figures but reminded members that the grave digging would be an additional cost that would need to reflect in the increase or be charged separately.

Cllr. R Jakeman proposed that the increase on the standard prices be as presented, seconded by Cllr. K Fouhy with **all in favour. Pass to Full Council for ratification.**

Costs for the additional work of digging a grave will be considered when the Clerk has obtained present figures from the Funeral Directors. **Action Clerk**

10 Induction Pack for New Councillors:

Cllr. Franklin has gathered together provision for training new councillors in the basic rudiments of what being a Councillor involves. A new idea he put forward is that of 'mentoring' and members agreed that this would be a worthwhile and helpful concept. Other suggestions were: add to the pack a list of events in the Council year and the Role of Chairman at both Council and Committee level.

All in favour to Pass to Full Council

11 Diamond Jubilee Costs

A request has been received for photocopying any necessary documents required for the Diamond Jubilee to be carried out at the Town Council offices and paid for by the Town Council. This was agreed providing that the documents concerned are properly logged and a list of the charges kept to be taken out of the amount set aside for the Jubilee celebrations.

There has also been a request for the Guides to be able to use the Plaza free of charge for a public event on 10th March. The total cost will be £35. Cllr. K Fouhy proposed agreement to this request with the same criteria as above, seconded by Cllr. P Baden with all in favour. **Clerk to contact Guides**

12 Town Awards:

The awards have already been purchased and it remains for them to be inscribed with the names of the recipients. As time is of the essence now Cllr. Fouhy agreed to take them to a company in Kettering who will inscribe them at short notice. The wording was agreed at the meeting as: 'Presented tofor service to the community of Thrapston 2012'. **Action Cllr. K Fouhy**

13 Clerk's Report:

1) Neil Pritchard has emailed to say that there may be a way of establishing the toilets as a charitable trust and the Town Council could then revert to paying the small business rates.

2) The Royal British Legion has now received a quote for the updating of the war memorial so wish to proceed.

3) NCALC has sent out their training programme for the next 3 months.

4) Dave Bryan has said that he has not been called for interview so his job is safe at present.

5) Rates bills for the Town Council office and the Plaza have been received.

6) The Cattle Market planning application will be reported to the Development Control committee on Wednesday 21 March 2012.

7) The treatment of the cremation plaque boards in the cemetery is now complete and they are ready for use.

8) Paul Brown from Blachere has written confirming the arrangements for the 2012 switch-on agreed at a recent meeting.

14 Items for Future Agendas:

Due to the Easter break the next meeting will be held on Wednesday 11 April 2012.

There being no other relevant business the meeting closed at 8.45 pm.

14/03/12/F&S/jgp