

THRAPSTON TOWN COUNCIL

Mayor: Cllr. Val Carter

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071-012/013

FINANCE AND STRATEGY COMMITTEE

Minutes of meeting held on 11 September 2012

Present: Cllr. P Baden, Cllr. K Fouhy, Cllr. S Haynes, Cllr. P Pike,
Cllr. R Jakeman, Cllr. A Winter

In attendance: Jeanne Pike, Clerk

01 Apologies:

Cllr. V Carter tendered her apologies which were accepted.

02 Declaration of Interest in items on the agenda:

None

03 Public Participation:

There were no members of the public present.

04 August Finance Statement:

The Clerk presented the August Finance Statement

Proposal: That the finance statement for August 2012 be accepted and passed to Full Council for ratification and the approvals passed for payment, proposed by Cllr. K Fouhy and seconded by Cllr. S Haynes with **all in favour**

Pass to Full Council for ratification

05 Groundsman's Contract:

There has been a report that the memorial boards in the Cemetery are bowing. An inspection has been carried out and there is a slight bowing due to the lack of coating on the back of the boards. The recommendation is that the boards are removed and coated on the back before repositioning. **Agreed**

New bins are being sought for the BMX track at the request of the Groundsman.

Members requested that security of the bins be considered and that the cost of bins be agreed to a maximum of £1,000; the actual number to be purchased and the positioning of the bins to be passed to PLA for final agreement. **Pass to PLA**

06 Support Funding:

The Clerk reported that the Council were now in possession of documentation outlining the aims and achievements of CHAT as well as the accounts sent previously.

CHAT do a large amount of work counselling young people at Prince William School, a good proportion of these live in Thrapston and members agreed to donate £1,000 towards their work and suggested that CHAT apply to the District Councillors in their areas who may be able to grant further support as well as outlying parish councils who may also help the Clerk will contact CHAT to suggest this. Proposed by Cllr. P Baden and seconded by Cllr. R Jakeman with **all in favour. Action Clerk**

07 Plaza Equipment:

The Plaza Management Committee is looking to change their advert in the Jigsaw and may need an extra size at a greater cost. Members agreed that the adverts in the Jigsaw that apply to the Plaza should be increased but felt that this would be more beneficial starting from the next financial year prior to the re-opening of the Nene Centre.

There is a request to purchase a screen and costs are around £200. Members agreed that this would be a welcome addition to the Plaza facilities. **Action Clerk**

A hand rail is urgently required to be fitted to the access to the stage area.

Agreed action Clerk

There is also the possibility of a material cost for improvements to the proscenium arch. Members were reluctant to agree this feeling that further information was required before a final decision is made. Further information is also required on the suggestion to extend the stage area by a drop down hinged platform.

Action Deputy Clerk**08 Firework Display 2012:**

A quote from Kimbolton for Monday 5th November 2012 suggests a budget of £2,612 plus VAT, this equates to a 3% increase.

The Football Association will be reminded of the date for this event. **Action Clerk**

Members agreed that the collection would be split between Warwickshire and Coventry Air Ambulance and Local Charities (list to be issued after the event).

09 External Audit;

The Audit has been returned with no issues but BDO has offered some recommendations:

- Financial regulations and Standing Orders need updating
- Section 1 comparatives

The issue with Section one was caused by a £20 figure not agreeing to last year's Return. The Auditors actually calculated last year's final figure and although the Clerk pointed out the '£20' at the time they agreed their figures, hence the 'error' this year. Members accepted the Auditors recommendations and this will be passed to Full Council for final approval. **Pass to September FTC**

10 Revision of Standing Orders:

The recent Audit has highlighted the necessity to amend Standing Orders to note the new legislation.

The new Code of Conduct also means that there are various issues that will need to be addressed by the Standing Orders and the Clerk asked members to check their Standing Orders and come to the next meeting with their recommendations.

Action all Councillors

11 Preparation of 2013/2014 Budget:

Members were reminded that preparations for the 2013/2014 Budget need to commence shortly. Other Committees have already been asked to consider and submit their requirements and aspirations for the coming year. The Clerk will prepare a Draft Budget for members to consider at the next F&S bearing in mind that there is a possibility of capping of up to 3.5%. **Action Clerk and Members**

12 Clerk's Report:

- 1) Road signs are now in place and a bill expected shortly
- 2) The works on High Street, Denford have been delayed and will now take place on 01 October lasting for 4 days.
- 3) Briefing from the Monitoring Officer issued to all councillors
- 4) Cllr. Jakeman has been appointed to the Joint Standards Complaints Committee.
- 5) The Clerk has received notification that she has passed the Section 7 for the Certificate in Local Government Administration.
- 6) The Website now run by the Town Council has meant a large increase in web site usage. An upgrade to the package supplied by BT will have to be considered for the future and will on an item of the next **Full Council** Agenda.
- 7) A Brief Guide to the Standards Framework Changes has been received with an offer by Sharn Matthews to do a short training session for Councillors. This will be considered following the training session in October to which all Councillors are asked to attend.
- 8) An invitation to NCALC AGM on Saturday 20 October 2012 from 10 am to 1 pm at Saxon Hall, Raunds.
- 9) The office cleaner has decided to retire at the end of October and a new cleaner will be sought as soon as possible.

13 Items for Future Agendas:

- 1) Procedure for urgent payments during holiday periods – F&S October

There being no other relevant business the meeting closed at 8.30pm.

11/09/12/F&S/jgp