

DAVENTRY TOWN COUNCIL

Minutes of the Meeting of the Finance & Policy Committee held at 3, New Street, Daventry on Monday, 12th June 2017 at 18:30hrs

PRESENT: Cllr Lynn Jones

Councillors

Ron Fox
Sheila Game
Mike Arnold
Lynne Taylor
Alan Knap

IN ATTENDANCE: Deborah Jewell – Town Clerk
Sarah Fox – Assistant to Town Clerk

1 Members of the Public
0 Member of the Press

OPEN FORUM

None.

FP1707.1 APOLOGIES FOR ABSENCE

Apologies from Cllr Peter Luke, Cllr Maureen Luke, Cllr Mark Wesley and Cllr Ted Nicholl.

FP1707.2 DECLARATION OF INTERESTS

Councillor	Declaration of Interest	Minute Number
Lynne Taylor	Mayor of Daventry, Mayors Allowance – Pecuniary	FP1707.7 (iii)

FP1707.3 MINUTES

RESOLVED:	That the Minutes of the Finance & Policy Committee meeting held on Monday, 8 th May April 2017 and Monday, 22 nd May 2017, having been circulated, be approved and signed as a correct record.
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FP1707.4 COMMUNITY GRANTS

(i) Daventry Tigers

The Clerk reminded members of the representation given to the Finance & Policy Meeting held on Monday, 8th May 2017 together with the completed application. Members voiced their support for the organisers of this group and noted the benefits they brought to the community.

RESOLVED:	That the sum of £1000.00 be awarded to Daventry Tigers to purchase new equipment to extend accessibility for all and provide funding to support a free taekwondo competition.
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FP1707.5 POLICIES

Members reviewed policies as identified for review in the schedule and

RECOMMENDED	That the policy for the Use of Council Chamber to outside organisations, be approved.
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FP1707.6 INTERNAL FINANCIAL CHECK

Cllr Taylor advised members that an extensive check had been completed and members noted the report.

The Clerk advised members of a request that the appointment of members to complete the internal financial check should be considered at Town Council, so that all members would have the opportunity to be appointed. Members considered this request and concurred that it was the role and remit of the Finance & Policy Committee to undertake such reviews and should therefore continue with the appointment of members within the Committee.

RESOLVED:	No actions required and that Cllrs Taylor and Arnold be appointed to review Quarter 1, April to June 2017.
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FP1707.7 FINANCIAL REPORTS

RESOLVED:	(i) That the Council budget/income and expenditure report for May 2017 be received. (ii) That the statement of balances and reconciliation of same as at 31 st May 2017 be approved and signed. (iii) That the schedule of payments for the period 9 th May 2017 to 12 th June 2017 be approved and signed. (iv) That the schedule of petty cash payments and inter account transfer for the period 9 th May 2017 to 12 th May 2017 be approved and signed.
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FP1707.8 CIVIC SERVICE

The Clerk advised that the Mayor, Councillor Taylor did not want to hold a Civic Service and requested the Committee approve the use of the Civic Service budget to host Community Event, free to all, in the Summer.

Members concurred that they were supportive of such an event and it was

RESOLVED:	That the Civic Service budget of £1000 be used to facilitate a Summer Community Event.
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FP1707.9 PREMISES

- i) Replacement data switch and wireless access point

RESOLVED:	That expenditure be authorised for the replacement data switch and wireless access point.
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- ii) New office phone system

The Clerk referred to the report and advised members, as per budget considerations, the current system had been non-operational on recurring occasions and had limited functionality, and it was

RESOLVED:	That expenditure be authorised for the purchase of a new office phone system.
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FP1707.10 LEGAL

- i) New and amended agreement on Licence to Occupy, on short term basis (in respect of CCTV equipment), on property/land owned by Daventry District Council

The clerk advised members that Daventry District Council had issued an amended licence to occupy in regard to CCTV equipment that the Town Council operates on DDC land/property and that she had concerns with the notice period stated within the new document. She advised members to seek legal advice to progress this Licence appropriately

- ii) Best Practice/Agreement to facilitate installation of composting toilets, owned and maintained by allotment association, on Daneholme allotment site.

The Clerk advised that the Allotment Association were looking at receiving grant funding for a composting toilet on the Daneholme allotment and advised Council that prior to their application being submitted the Town Council needed to seek advice on the best agreement to ensure that any facilitation was completed in the best interest of both parties.

Members considered the Clerks request for legal advice in relation to both requests for expenditure, and it was

RESOLVED:	That the Clerk be authorised incur expenditure to seek legal and professional/operational advice on amendments to Licence to Occupy and best practice for the request to install composting toilets on allotment sites.
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FP1707.11 CORRESPONDENCE

None to report.

FP1707.12 DATE OF NEXT MEETING

The next meetings of the Finance & Policy Committee will be held Monday, 10th July 2017

The meeting closed at 19:08 hrs

SIGNED *L.A. Jones*

DATED *10/07/17*