

DAVENTRY TOWN COUNCIL

**Minutes of the Meeting of the Finance & Policy Committee held at 3, New Street,
Daventry on Monday, 11th February 2019 at 18:30hrs**

PRESENT: Cllr Alan Knape – Chair

Councillors

Lynn Jones
Lynne Taylor
Mark Wesley
Mike Arnold

IN ATTENDANCE: Deborah Jewell – Town Clerk
Sarah Fox – Finance Officer

0 Members of the Public
0 Members of the Press

OPEN FORUM

None.

FP1902.1 APOLOGIES FOR ABSENCE

Apologies received from Cllr Ted Nicholl and Katie Thurston.

FP1902.2 DECLARATION OF INTERESTS

No pecuniary or non-pecuniary interest declared.

FP1902.3 MINUTES

RESOLVED:	That the Minutes of the Finance & Policy Committee meetings held on Monday 14 th January 2019, having been circulated, be approved and signed as a correct record.
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FP1902.4 GRANTS

The Clerk advised that no applications had been received but was expecting a further application from Daventry Hub, following support given by both the Town Council and Community Services Committee for them to apply for further funding.

RESOLVED:	That the Clerk invite Daventry Hub to apply for a grant, for consideration by the Town Council, at its meeting on 25 th February 2019.
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FP1902.5 POLICIES

Members reviewed policies, as identified for review in the schedule and

RECOMMENDED	(i) Code of Conduct, be approved. (ii) Standing Orders, be approved, as amended. (iii) Financial Regulation, be approved. (iv) Asset Register, be approved.
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FP1902.6 INSURANCE.

The Clerk advised that she was in the process of collating quotes from three insurance providers to complete her report.

RESOLVED:	That the item be deferred to the Town Council meeting to be held on 25 th February 2019.
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FP1902.7 PROPOSED UNITARY STRUCTURE.

The Clerk referred members to a business case that had been submitted to Daventry District Council highlighting the success of the Town Council's museum service and community safety initiative and asking that due consideration be given for parks and open green spaces be transferred to the Town Council as it had the resource and financial capability to add value to this public amenity.

FP1902.8 INTERNAL FINANCIAL CHECK

Members noted the results of the quarter 2 internal financial check.

RESOLVED:	No actions required, that Cllrs Nicholl and Arnold be appointed to review Quarter 3, October to December 2018.
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Members considered the appointment of councillors for the Q4/ Year End internal financial check and concurred that the Year End check should be completed by two members of the Finance & Planning Committee and shadowed by one Councillor from Full Council.

RESOLVED:	That Cllrs Arnold and Knappe be appointed to review Quarter 4 / Year End, January to March 2019.
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RECOMMENDED	That a third Councillor be appointed from Full Council to shadow the quarter 4 / Year End Internal Financial Check.
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FP1902.9 FINANCIAL REPORTS

Members referred to the financial reports and the Chair confirmed he had seen the bank statements and reconciled the balances.

RESOLVED:	<ul style="list-style-type: none">(i) That the Council budget/income and expenditure report for January 2019 be received.(ii) That the allocation of a Town Radio to Daventry Norse be approved.(iii) That the statement of Earmarked Reserves for January 2019 be received.(iv) That the CIL receipts and expenditure report be received.(v) That the statement of balances and reconciliation as at 31st January 2019 be approved and signed.(vi) That the schedule of payments for the period 15th January 2019 to 11th February 2019 be approved and signed.(vii) That the schedule of petty cash payments and inter account transfer for the period 15th January 2019 to 11th February 2019 be approved and signed.
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FP1902.10 CORRESPONDENCE

None received.

DATE OF NEXT MEETING

The next meeting of the Finance & Policy Committee will be held on Monday 11th March 2019.

The meeting closed at 19:17 hrs

SIGNED 

DATED 11/03/2019