

LEDBURY TOWN COUNCIL
MINUTES OF A MEETING
OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD ON
THURSDAY 10th NOVEMBER, 2011
IN THE MARKET HOUSE

Present: Councillor: C Jupp - Chairman
Councillors: A Bradford P Bettington
M D Eager K Francis
E Harvey T Widdows
P Winter R Yeoman

Also present: Mrs K Mitchell – Clerk to the Council
1 Member of the Press

F.54 APOLOGIES

Apologies for absence were received and accepted from Councillors A Conway (ill health) and M Cooper (convalescence).

F.55 DECLARATIONS OF INTERESTS

There were no interests declared at this point in the meeting.

F.56 MINUTES

The Minutes of the Finance and General Purposes Committee meeting held on 13th October 2011, copies having been previously circulated, were confirmed as a correct record and signed by the Chairman.

F.57 FINANCIAL MATTERS

1. Budget 2012/13

Members considered the third draft of the budget required by the Finance & General Purposes Committee for 2012/13.

RESOLVED: That the Town Council be recommended to include the sum of £172,768 in the Budget to cover expenditure for 2012/13 for the Finance & General Purposes Committee.

2. Summary of Receipts and Payments

The Clerk circulated a Summary of Receipts and Payments from 1st to 31st October, 2011.

RESOLVED: That the accounts as presented be approved and adopted.

3. Internal Auditors Report

Members considered the first Report for the year ended 31st March 2012, copies having been previously circulated.

RESOLVED: That the Town Council be recommended to approve the Internal Auditor's Report noting that accounting records are being accurately maintained and that internal controls are in place and being properly met.

4. Internal Audit 2012/13

Members considered the appointment of the Internal Auditor for the year ended March 2013. The Clerk advised of Mr Andrew's intention to retire in 2013.

RESOLVED: That the Town Council be recommended to appoint Jonathan Andrew to undertake the internal audit for the year ended 31st March 2013, for a fee of £1,000 plus VAT.

5. Precept for 2012/13

Herefordshire Council has advised that the deadline for the submission of the Town Council's Precept requirement for 2012/13, is 31st January 2012.

RESOLVED: That this be noted.

F.58 SUBSCRIPTIONS

The Committee considered the renewal of the Town Council's annual subscription to Clerks & Councils Direct.

RESOLVED: That the Town Council be recommended to renew its subscription to Clerks & Councils Direct in the sum of £12.00

F. 59 ICT WORKING PARTY

Members considered the Report from the meeting held on 25th October 2011, copies having been circulated. It was reported that some Councillors were experiencing difficulties in setting up the mailbox settings for their new ledburytowncouncil.gov.uk email addresses.

RESOLVED: That the Report be approved.

F.60 POLICY AND PROCEDURE

Members considered a HALC model Parish Council Policy for dealing with the Press and Media, copies having been circulated. It was felt that more clarity was needed in respect of making statements and that the Policy would need to be cross-referenced to Standing Order No.28 – Relations with the press/media. It was proposed that members prepare their comments/proposals for consideration at the next meeting and that they email these to the Clerk ahead of the meeting.

RESOLVED: That the Policy be further considered at the next meeting of the Finance & General Purposes Committee.

F.61 DEVOLUTION OF SERVICES

Councillor Harvey spoke on the issue of devolution of services from Herefordshire Council. She asked Members to think about the services they valued that Herefordshire Council currently provides and which the Town Council itself might choose to deliver.

It was thought likely that Herefordshire Council will look to open up a dialogue with the Town Council to discuss delivery of services such as grass cutting, hedges, litter bins and public toilets and that it would therefore be prudent if the Town Council had already begun to consider which services it might be willing and capable of taking on.

Councillor Bettington offered to try to obtain a list of services provided by Herefordshire Council.

RESOLVED: That the item be placed on the agenda of the next Finance & General Purposes Committee and that Councillor Harvey speak further on the matter at the next Full Council meeting.

F.62 CORRESPONDENCE

Thank you letters have been received from the following recipients of Ledbury Town Council grant aid:-

- Age Concern
- John Masefield High School
- Ledbury Primary School
- Community Voluntary Action Ledbury and District

RESOLVED: That the items of correspondence be noted.

F.63 REPORTS FROM OUTSIDE BODIES

There were none presented.

F.64 DATE OF NEXT MEETING AND ITEMS FOR INCLUSION ON A FUTURE AGENDA

The next meeting of the Finance and General Purposes committee meeting has been scheduled for the 12th January, 2012.

There were no items raised for inclusion on a future agenda.

F.65 HEALTH AND SAFETY

EXCLUSION OF PUBLIC AND PRESS - Public Bodies (Admission to Meetings) Act 1960.

RESOLVED: That due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act it is requested that the public and press are excluded during discussion of this agenda item on the grounds that exempt information is likely to be disclosed.

Members considered a proposal from Ellis Whittam Limited for the provision of health and safety support services. See **EX20/11**

RESOLVED: That the Town Council be recommended to decline the proposal from Ellis Whittam for the provision of health and safety support services.

There being no further business the meeting closed at 9.25pm.

Chairman Date