

Monmouth Town Council

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Minutes of the meeting of the Finance and Policy Committee of Monmouth Town Council held on Monday 18th February 2008 in the Community Room starting at 7.00 pm.

Present: The Chairman Councillor D Stevens
Councillor GFW Buckland, Councillor T Christopher, Councillor Mrs A Dewhurst,
Councillor N Hacket Pain and Councillor Mrs V Mitchell.

In attendance: Mrs Sarah Robson Town Clerk and Councillor J Fletcher

91. To receive declarations of interest on items on the agenda

None Received

92. To receive apologies for absence

Apologies were received from Councillor R Bond and Councillor R Hayward

93. To approve minutes of the previous meeting dated 14th January 2008

The minutes were approved and signed as correct

Proposed Councillor Mrs Mitchell
Seconded Councillor Stevens

For 5 Against 0 Abs 1

94. To receive and approve the summary of expenditure

i) To approve the accounts for payment between 01/01/2008 & 11/02/2008. (Page 1)

The accounts were received and approved for payment.

Proposed Councillor Buckland
Seconded Councillor Hacket Pain

Unanimous

ii) To review a statement of the bank reconciliations as at 31/01/2007. (Pages 2,3,& 4)

The bank reconciliation's were received and approved as correct.

iii) To consider a virement for Subscriptions in the Administration Section which is over budget by £14.00

Members agreed to vire the sum of £14.00 from the postages sub heading to cover the overspend.

iv) To consider a virement for IT Help Desk in the Administration Section which will be over budget by £200.00

Members agreed to vire the sum of £200.00 from the staff training and subsistence sub heading to cover the anticipated overspend.

Proposed Councillor Stevens

Seconded Councillor Mrs Dewhurst

Unanimous

95. To confirm authorisation of payment of the following invoice and agree where to allocate spending within the agreed budget

Keith Underwood – new Town Clerks Role and dismantling and cleaning of earlier framed role
£500.00

The Clerk advised members that when the original estimate had been received it had not been agreed where to allocate the expenditure. The invoice also included a nominal sum for dismantling and cleaning of the old framed list of Clerks. The new list was displayed to members for approval and it was agreed unanimously to vire monies in the sum of £500.00 from the staff training and subsistence sub heading.

96. To agree Press Release for 2008/2009 budget

The Clerk had previously circulated a proposed draft press release which members approved with some minor amendments. It was agreed unanimously that it should be circulated to the local press and published on the website.

97. To confirm amendments to Insurance policy and adjusted premium to reflect increased cover and to consider further necessary changes

Members were advised that following recent amendments to increase the cover of the regalia and to include the 'tile tapestry' there was an increase in premium of £223.41 inc. The Clerk was asked to make the payment for the increase. Members were reminded that with the purchase of a new chain for the deputy mayor's pendant that additional cover would need to be taken out to include this item. It was agreed to review this once the chain had been presented to the Town Council.

98. To discuss training provision by One Voice Wales

The Clerk informed members that following an invitation from One Voice Wales to attend a planning seminar a letter had been written to express dissatisfaction. There were several issues, one in relation to the venue in Ystrad Mynach and the other regarding the cost. However the main concern was due to clerks being denied the opportunity to attend as the course is to provide training for members and not clerks. The members of the committee asked that a letter be written to Simon White, the Chief Exec expressing that there should be more opportunities for training and particularly for clerks as there would be maximum benefit for the officer to be trained.

99. Matters arising from previous meetings

i) Risk Assessment.

The Clerk advised that the register is now complete and available for information upon request.

ii) Connecting the Spheres/Making the Connections/Delivering Beyond Boundaries.

The members were informed that following the meeting that had taken place at County Hall in January no further correspondence had been received from MCC. Members recognised that one of the main concerns is a lack of communication between the authority and town and community councils. The Clerk was asked to write to the Chief Exec requesting feedback and what future plans there were to take this forward.

iii) Town Council move to Market Hall

It was reported that the tenders have come in for the Shire Hall project higher than estimated costs. It appears that alternate funding is being sought to try and make up the shortfall. Members were in agreement that the move of the Clerk's office to Market Hall should be deferred until confirmation of secured funding for the spending shortfall is received. A vote was taken to defer the move from the Shire Hall for a period of one month from the original date of 11th March 2008 to allow time for receipt of this confirmation.

Proposed Councillor Stevens

Seconded Councillor Mrs Mitchell

For 5 Against 0 Abs 1

iv) County Councillor report at Full Council

Members agreed that the purpose of this report would provide an opportunity for the Town Council members who were also County Councillors to inform on the committee's that they sit on and on any items of interest that relate to Monmouth. It is often a criticism made of the County Council that communication is poor and members felt that County Councillor's should be the eyes and ears in County Hall representing local interests.

v) Any other matters arising from Finance and Policy Meeting of 14th January 2008 not covered elsewhere. As they are not specifically listed, no decisions may be taken on any of these other matters arising.

N/A

100. Any Other Business, i.e. general information or notification of future discussions, no decisions can be made at this meeting on items that arise under this heading.

The Clerk informed members that the Internal Auditor would be in the office this week making a start on preliminary work ready for the year end.

It was stated that a piece in the Free Press publication the previous week had reported on an arrest that the Police had made in relation to shoplifting in Monnow Street and that the crimes had been detected by a CCTV system which is operating privately in some of the retail units in town.

It was reported that Councillors Christopher and Hacket Pain had attended the CCTV strategy meeting on 14th February. It was put to the members attending that meeting that there seemed little point in Monmouth representatives continuing to attend in the light of the decision not to participate in the scheme.

101. Next meeting Market Hall Monday 7th April 2008.

There being no further business the meeting closed at 7.50pm

Signature: _____ Date: _____