

# Monmouth Town Council

Market Hall  
Priory Street  
Monmouth NP25 3XA

Tel: 01600 715662

Email: [townclerk@monmouth.gov.uk](mailto:townclerk@monmouth.gov.uk)

[www.monmouth.gov.uk](http://www.monmouth.gov.uk)



Minutes of the meeting of the Finance and Policy Committee of Monmouth Town Council held on Monday 1<sup>st</sup> December 2008 in Market Hall, Priory Street, Monmouth starting at 7.00 pm.

Present: Chairman Councillor R Hayward,  
Councillor R Bond, Councillor G Bright, Councillor T Christopher,  
Councillor Mrs S Chivers, Councillor Mrs A Dewhurst, Councillor N Hacket Pain  
Councillor M Jones and Councillor Mrs A Were

In attendance: Mrs Sarah Robson Town Clerk

**74. To receive declarations of interest on items on the agenda**

No declarations of interest were received

**75. To receive apologies for absence**

All members were present

**76. To approve the minutes of the previous meeting dated 3rd November 2008**

Councillor Christopher requested that an amendment be made to item no.71.4. At the end of the second sentence was added 'and the Mayor is unable to do this due to his visual impairment'.

The minutes were approved and signed as correct.

**Proposed: Councillor Bright  
Unanimous**

**Seconded: Councillor Mrs Chivers**

7.05pm Councillor Mrs Dewhurst arrived and apologised for being late

**77. To receive and approve the summary of expenditure**

**i) To approve the accounts for payment between 28/10/2008 & 24/11/2008.**

The accounts were received and approved for payment.

**Proposed: Councillor Hacket Pain  
Unanimous**

**Seconded: Councillor Mrs Dewhurst**

**ii) To review a statement of the bank reconciliations as at 31/10/2008.**

The bank reconciliations were reviewed and considered correct.

**iii) To review a statement of income as at 31/10/2008**

The Clerk advised members that the majority of income was derived from the precept payments, interest due and vat refunds. Members were reminded that there was also additional income on the Treasury Deposit Account which was not shown on the information that was circulated. It was pointed out that this would be reducing significantly over the course of the next eighteen months as the payments to the Shire Hall project were made.

**Standing Orders were suspended in order to change the order of business and bring item no 81. up the agenda.**

**81. To resolve to accept the budget and make a precept recommendation to the Full Council**

A brief discussion took place regarding the Environment Committee's budget and it was agreed that whilst the overall total would not be increased there would be a minor change to the amounts allocated within the budget heads.

It was agreed that this committee would recommend a 3% increase on the precept from the previous year bringing the total budget to £143280.00 and a precept demand of £138538.00. This recommendation will be put to the next Full Council meeting due on 5<sup>th</sup> January for approval.

The Clerk was asked to write a press release for approval at the next committee meeting.

**Proposed: Councillor Christopher  
Unanimous**

**Seconded: Councillor Hacket Pain**

**Standing Orders were re-instated and the order of business was resumed.**

**78. To discuss authorisation of payment of the following invoice and agree where to allocate spending within the agreed budget**

Monmouthshire County Council                      CCTV 2003/2004                      £11500.00

After some discussion regarding why this invoice had not been paid the Clerk was requested to write a letter to advise that the invoice was in dispute and to ask for evidence that the monies are outstanding. Members felt that there had been service issues and that MCC should be asked to demonstrate that this is payable.

**Proposed: Councillor Mrs Chivers  
Unanimous**

**Seconded: Councillor Bond**

7.45pm Councillor Mrs Dewhurst leaves to attend another meeting

**79. To consider Action Review summary and Town Clerk's report  
Regalia valuation**

Fattorini provided the Town Council with a valuation of the regalia for insurance purposes in 2004. This has not been updated since. The auditor has recommended that for the asset register the valuation should be appreciated each year at the rate of 10%. This has been done and the Insurance Company have been notified at the renewal point of the revised figures.

Given that the cost of raw materials and labour has increased in the last four years the Clerk advised that members should consider having another valuation.

It would also be beneficial as the previous appraisal was not done in detail and this would provide Fattorini with substantially more information should the need arise and a replacement piece ever need to be commissioned.

It is not necessary to send the items, good quality photos with detailed dimensions will be sufficient.

The cost will be 1% of the value which based on the asset value would cost approximately £1200.00.

It was proposed that this should be carried out and paid for out of General Reserves.

**Proposed: Councillor Mrs Chivers  
For: 6**

**Against: 2**

**Seconded: Councillor Bright  
Abs: 0**



**85. To agree items of business for next meeting**

It was agreed that consideration would be given to authorise nominated individuals to speak to members regarding issues specifically in relation to non attendance. To be discussed at the next meeting.

The Clerk asked if members wished to debate the issue of a Charter between the Local Authority and the Town Council. It was agreed not to include this item for discussion at the next meeting.

**86. Next meeting: Market Hall, Priory Street on Monday 12<sup>th</sup> January 2008 at 7.00 pm**

**It was resolved to exclude members of the press and public from the meeting during consideration of the following item of business in accordance with the provisions of the LGA 1972 on the grounds that it may involve the likely disclosure of confidential information.**

**87. To confirm increase of salary for the Clerk of one point to SCP 35 as per terms of the Contract of Employment on the successful completion of the appraisal**

**See separate Pink Paper Minutes**

**There being no further business the meeting closed at 9.00pm**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**