

## YEOVIL TOWN COUNCIL

**MINUTES** of a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** held in the Council Chamber, Town House, 19 Union Street, Yeovil on **Tuesday 23 September 2014**

(7.00pm – 7.25pm)

### **Present:**

Tony Lock - Chairman	John Hann
Martin Bailey	Andrew Kendall
Bridget Dollard	Wes Read
David Dollard	Darren Shutler
Tony Fife	Alan Smith
Peter Gubbins	

### **Also Present:**

Alan Tawse                      Town Clerk

### **PUBLIC COMMENT**

There were no comments from members of the public.

### **8/282 MINUTES**

The Minutes of the previous meeting held on 29 July 2014, copies of which had been circulated, were confirmed as a correct record and signed by the Chairman.

### **8/283 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Jon Gleeson and Mike Lock.

### **8/284 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **8/285 CORRESPONDENCE**

There were no items of correspondence.

### **8/286 APPLICATIONS FOR GRANT AID**

(a) Somerset Area Cruse Bereavement Care

During the ensuing discussion, Members considered the merits of the application and, in line with the grants policy, a number of matters were proposed for inclusion in a Service Level Agreement with the Council.

**RESOLVED** that a grant of £1,000 be awarded towards the running costs of the Organisation (S.1 of the Localism Act 2011 – General Power of Competence) subject to the following matters being included

in a Service Level Agreement between the Applicant and the Town Council for the forthcoming year:

- The Applicant providing details of the proportion of their running costs that is spent in delivering services in Yeovil Town; and
- Details of the ways by which the Organisation currently promotes awareness of their services in Yeovil Town and their plans for raising awareness in the future being provided.

8/287 **CAPITAL FUND**

The Committee considered the report of the Town Clerk (Agenda item 6 refers).

**RESOLVED**

- (1) that the position concerning the Capital Fund and the General Reserve be noted; and
- (2) that the current position regarding the rolling programme of play area improvements be noted.

8/288 **INTERNAL AUDIT 2013/14**

The Committee considered the report of the Town Clerk (Agenda item 7 refers).

**RESOLVED**

that the successful completion of the 2013/14 Internal Audit be noted and welcomed.

8/289 **AUDIT OF ANNUAL RETURN – 2013/14**

The Committee considered the report of the Town Clerk (Agenda item 8 refers).

**RESOLVED**

- (1) that the successful completion of the 2013/14 External Audit be noted and welcomed; and
- (2) that the suggested wording in the above report be included in the Town Council's Risk Management Strategy.

8/290 **FINANCE WORKING GROUP**

The Committee considered the report of the Town Clerk (Agenda item 9 refers).

**RESOLVED**

- (1) that the matter be noted;

- (2) that the Finance Working Group be re-appointed for the forthcoming budget exercise with the following remit:

*To help develop the Council's capital and revenue funding and expenditure plans, and to make recommendations on such matters to the Policy, Resources and Finance Committee; and*

- (3) that the Chairman and Vice-Chairman of the Committee, Bridget Dollard and Peter Gubbins be appointed to serve on the Working Group.

#### 8/291 **NALC LARGER LOCAL COUNCILS CONFERENCE**

The Committee considered the report of the Town Clerk (Agenda item 10 refers).

#### **RESOLVED**

- (1) that the report be noted;
- (2) that approval be given to up to four representatives (including the Town Clerk) attending the above event; and
- (3) that the appointment of the elected member representatives be considered and determined at the forthcoming Town Council meeting.

#### 8/292 **FINANCIAL STATEMENTS – JUNE/JULY 2014**

The Committee considered the report of the Finance Administrator (Agenda item 11 refers).

#### **RESOLVED**

that the Financial Statements and payments therein for the above months be approved.

#### **PUBLIC COMMENT**

There were no comments from members of the public.

Chairman