

Sandy Town Council

Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 5th January 2015 commencing at 7.30pm.

Present: Cllrs N Aldis, C Butterfield, W Jackson, C Osborne (Chairman), M Pettitt, M Scott (Vice-Chairman) and D Sharman

Absent: Cllrs R Smith, K Sharp

In attendance: Cllr M Runchman, Mrs C Baker-Smith

1 Apologies for absence

There were none received.

Actions

Admin

2 Declarations of interest

- i) Declarable pecuniary interests - None
- ii) Non pecuniary interests – Cllr Osborne declared a personal interest in item 7 (Budget for 2015/16) on any matter relating to Sandy Football Club because he is Chairman of Sandy Football Club.

Admin

3 Minutes of previous meeting

RESOLVED to receive the minutes of the Policy, Finance and Resources Committee held on 24 November 2014 and to approve them as a correct record of proceedings.

Admin

Cllr Osborne did not attend the above meeting. Amendment initialled.

4 Public Participation Session

There were no members of the public present.

5 Financial Reports

i) A balance sheet and detailed financial report showing income and expenditure against the revenue budget for year to the end of November 2014 had been circulated in advance of the meeting. This was discussed. The Chairman reminded Members that, following the introduction of a revised coding structure, the Clerk had met with DCK Beavers to go through the various issues previously highlighted. Some had now been corrected but others have yet to be done.

ii) **RESOLVED** to note the report.

iii) A schedule of payments made since the previous meeting had been circulated in advance. An amended list of payments was tabled and circulated. Various description errors were pointed out and needed to be amended. **RESOLVED** to approve the schedule of payments.

Admin

iv) **RESOLVED** to ask Cllr Pettitt to scrutinise bank reconciliations

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and statements for the month of November and sign these if approved at the end of the meeting. The oral report from the Clerk on changes to banking arrangements was deferred to the next meeting.

Clerk

6 Cemetery Paths

The report circulated in advance of the meeting was discussed.

RESOLVED

- i) The groundsmen undertake the clearing of the moss and algae around the perimeter path.
- ii) To obtain quotes for a survey and costings to replace the path between Sections G & H and I & J.
- iii) The groundsmen to patch holes on most of the paths with tarmac and to add pea gravel around the Chapel in fill in the dip.
- iv) To close the path between Section H and Stratford Road and for the estimate for tree removal to go to Town Council on 19th January 2015 if possible.

Admin

7 Budget Process for 2015/16

Members scrutinised the draft of the budget for 2015/16 which had been circulated before the meeting and it was **RESOLVED** to make the following amendments to the draft:

Admin

| Cost Centre | Expense Code | Draft Budget | Revised Budget | Difference |
|-------------|--------------|---|------------------|------------|
| 402 | 4008 | £2,500 | £3,500 | +£1,000 |
| 402 | New codes | TIC Expenditure Income | £2,000 £3,000 | -£1,000 |
| 505 | 4102 | £10,000 | £12,000 | +£2,000 |
| 602 | 4210 | c/f £4,000 reduce £4,000 to £3,000 | £3,000 | -£1,000 |

A member expressed concern that no provision was made in the budget for the renovation work which was needed to the War Memorial.

RESOLVED to recommend that the revised budget be updated and considered at the Sandy Town Council (Precept) meeting on the 19th January 2015.

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8 Policy Matters

i) Cemetery Burial Regulations - this item was withdrawn. It will be brought forward to the Community Services & Environment Committee meeting on the 26 January 2015.

ii) Driving at Work Policy – The draft Policy circulated in advance of the Meeting was discussed.

Under Satellite Navigation a new point was to be included
"No right turn out of Orchard Road or New Road, Beeston" onto the A1.

RESOLVED that the policy be adopted.

Admin

9 Bank Statements and Reconciliations

Cllr Pettitt confirmed that he had reviewed the bank statements and reconciliations during the meeting and had signed them as being satisfactory.