

# Ilminster Town Council Finance & Policy Committee Minutes

A meeting of the Finance and Policy Committee was held on 19<sup>th</sup> March 2013 in the Council Chamber, The Council Offices, North Street, Ilminster, Somerset, starting at 19:30hrs

## Present

Chair: Cllr D Miller  
Councillors: P Burton, C Goodall, A Lawson, J Pallister, A Shearman, S Shepherd, R Swann, E Taylor and L Vijeh

## In Attendance

M Clayton (Senior Administrator), J Norris (Town Clerk), M Shelley (Deputy Town Clerk)

## Members of the Public

Two members of the public attended this meeting

### 1. Apologies for Absence

Apologies for absence were received from Councillor Sothern.

### 2. Declarations of Interest

The declarations of interest given in the table below were made.

Name	Agenda Item	Type of Interest	Nature of Interest
Cllr Pallister	7	Personal	Member of Cricket Club
Cllr Pallister	8	Personal	Chairperson of Sports Club
Cllr Shepherd	6	Personal	Chairperson of Tourism
Cllr Shepherd	7	Personal	Member of Cricket Club

### 3. Minutes of previous Finance and Policy Committee meeting.

#### RESOLVED

- (i) to confirm the minutes of the meeting held on 29<sup>th</sup> January 2013 as a correct record subject to the addition of a bullet point regarding the publication of the Town Council's newsletter (Item 4.)
- (ii) to update action list relating to the Finance and Policy committee.

### 4. Insurance Quotations.

The Committee were informed of the following information before deciding on what action to take:

- The Insurance Policy is due for renewal on the 31<sup>st</sup> March 2013
- The insurance is usually renewed for a 3 year term.
- In January, the brokers, WPS, were obtaining 3 quotations on the Council's behalf.
- Only one quotation has been via the Council's insurance broker.
- A separate quotation has been submitted by Zurich which is £2,000 cheaper. However the Deputy Clerk is still in the process of comparing the quotations 'like for like', which may be the reason for the difference in costs.

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After further discussions regarding this item, the Committee agreed on the following:

**RESOLVED to RECOMMEND**

- i) that the Town Clerk has delegated authority after discussions with the Chair of the Finance and Policy Committee, to accept the insurance quotation which offers 'Best of Value'.
- ii) that the lowest quotation be accepted for undertaking a rebuild valuation survey of Council property.

**5. Financial Monitoring.**

The Committee received information regarding the Finance and Policy expenditure and commitments to date, when compared with the 2012/13 budget.

Discussions included the following:

- The Christmas Light storage charges will remain the same for 2013/14.
- Advertising costs were higher this year due to advertising staff vacancies.
- The new website company has been paid £1000 and will be paid the remaining amount once the website has been set up.
- The purchases in the Open Spaces expenditure include the purchases of seats, dog bins and litter bins.
- The Town Clerk will need to investigate what the amount remaining in the Ilminster Sports Initiative account relates to and how this amount can be refunded or transferred to another sports project.

**RESOLVED** to note the report

**6. Draft Grant Policy 2013/14.**

The Town Clerk presented the Committee with a draft Grants Policy. Topics discussed during the consideration of this item included the following:

- Councillors agreed that the maximum amount for grants be capped at £1,000.
- Ilminster Tourism and Ilminster Youth Club would be affected by this capping and therefore this matter would need to be discussed as a separate agenda item at the next Finance and Policy meeting.

**RESOLVED to RECOMMEND** that the amended Grants Policy be adopted for 2013/14.

**7. Grant Application from Ilminster Cricket Club.**

The Committee were asked to consider the grant application from Ilminster Cricket Club. The Councillors agreed in principle to support the Cricket Club's application if all the required paperwork is submitted.

**RESOLVED** that if the Cricket Club presented all the required paperwork, then a grant of £1,000 would be considered.

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**8. Rent Increases 2013/14.**

The Committee were asked to consider increasing the rental charges for Iminster 'clubs' at a rate of 3.1%, from April 2013. The Committee were unanimous that this would be a fair increase and proposed the following:

**RESOLVED to RECOMMEND** that the rents for the Football Club, The Youth Football Club, the Cricket Club and the Sports Club be increased by 3.1% for the year 2013/14

The meeting closed at 21:25

Chair's signature & Date
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