

MINUTES OF THE FINANCE & POLICY COMMITTEE OF BRACKLEY TOWN COUNCIL HELD IN THE UPPER HALL, TOWN HALL, BRACKLEY ON MONDAY 19th JULY 2010 at 8.05 pm

Present: The Worshipful the Town Mayor (Councillor Chris Blunden)
Councillors C S Billingham, K D Bonner-Dunham, D Dunham (Chairman)
T D Hayward, L Ross, and P M Stocker.

Apologies: Councillor W B Stimpson and D M Shaw

In attendance: Councillor P Joyce

140. DECLARATIONS OF INTEREST

Interest declared by Councillor Billingham in item 144 of List of Accounts 4B.

141. PUBLIC PARTICIPATION

Mr Finlayson, St Annes Close, advised that he had been informed about the decision of the Direct Responsibilities & General Works Committee in Private & Confidential matters regarding the public address system and stated that he was very disappointed with Members' decision.

142. ANNUAL REPORT 2009/10

The annual report of the Town Council for 2009/10 was given to Members for their approval. Cllr Bonner-Dunham was very disappointed in the copy, in her opinion the document contained numerous errors.

Cllr Bonner-Dunham stated that there were no Committee Chairmen's Reports the Town Clerk replied that these reports had been requested at the Committee meeting in March and since they had not been received by the May meeting it had been decided to use the comprehensive reports received from the Mayor (2009/10) and the incoming Mayor (2010/11) that they would be used instead for this year. Under the guidance of Quality Council it was necessary to have the report published by the end of June each year.

Cllr Ross felt that the spirit of the report was good.

Cllr Cartmell asked would anyone else be aware of the mistakes in the content?

Cllr Bonner-Dunham insisted that a professional proof reader should be employed for this type of document and proposed that the Annual Report should be withdrawn and that the offer of a free service, made by a professional proof reader, be taken up. This was seconded by Cllr Blunden and was voted upon but not carried.

Cllr Billingham didn't see that there was a problem with the Annual Report given the tight time space in its production and she is ashamed of Councillors comments. She proposed that the Annual Report is accepted and this was seconded by Cllr Ross and carried.

RESOLVED:

That the Annual Report 2009/10 is accepted

143. STANDING ORDERS 2010

The NALC Standing Orders & Chairmanship 2010 has been discussed and amended by the working party and a copy was attached to the Agenda for Members consideration. Cllr Ross requested more time to consider the document. Cllr Dunham advised that the document would be brought forward to the August meeting and thanked Cllr Billingham for her contribution.

It was agreed that the following amendments would be made:

Page 26 item 26 Matters affecting council employees.

Point h: This should be amended to read...*The Council shall keep written records relating to employees secure. All paper records shall be securely stored under lock and key and electronic records shall be password protected.*

Point i: This should be amended to read...*Should personnel matters be of a very sensitive nature then the employee has the opportunity to go to a Member of the Finance & Policy Committee of the employees' choice.....*

Cllr Bonner-Dunham stated that there should be consideration give to a formation of a personnel committee. Cllr Blunden replied that as far as Human Resources was concerned then the Town Council has the services of Mrs G Gallon.

RESOLVED:

Standing Orders & Chairmanship 2010 to be placed on the Agenda for August's meeting with the amendments to points i & h above.

144. FINANCIAL STANDING ORDERS

The standing order working party also reviewed the Financial Standing Orders and the only amendment to this document was the extract from the 2010 model standing orders regarding item 21 Canvassing of and Recommendations by Councillors which is to be inserted at (h).

RESOLVED:

Financial Standing Orders with the amendment at (h) above to be placed on the August Agenda.

145. ASSET REGISTER 2010/11

The asset register attached to the agenda had been updated in line with the Zurich Insurance Policy and it was.

RESOLVED:

That Cllrs Billingham and Bonner-Dunham to review the document values during the year and report back to the committee.

146. ZURICH MUNICIPAL INSURANCE

The report advised that there had been changes put into place by Zurich Municipal concerning Public Liability section 15 and Part g of the policy concerning Corporate Manslaughter and Corporate Homicide Act 2007 and also a endorsement concerning environment clean up costs and a special definition.

RESOLVED:

Members noted.

147. NATIONAL SAVINGS & INVESTMENTS

NS&I have requested an updated list of authorised signatories.

RESOLVED:

It was agreed that Cllrs Billingham, Titchener, Stocker and Cartmell will continue to sign any withdrawals.

148. FINANCE REPORTS

List of Accounts

List of Accounts 4B had been circulated with the Agenda. It was

RESOLVED:

That List of Accounts 4B in the sum of £4,092.91 be approved and passed for payment.

Income Report – given to Chairman

Financial Budget Comparison April to June 2010

Members had no questions or comments.

149. INFORMATION REPORTS

a) Cherwell District Council/South Northants Council

Chief Executive of SNC Mrs J Morgan has written to the Town Council enclosing a Cabinet Report and Terms of Reference which proposes setting up a joint working party between Cherwell District Council and South Northants Council.

Cllr Billingham advised that South Northants is part of the East Midlands for which no affinity is felt. South Northants has more in common with Oxfordshire and the fact that the proposal crosses the County boundary should not have any issues.

b) Letters of acknowledgement

Lord T Boswell of Aynho and Mrs S Barnes have replied to the Town Council.

CONTINUATION OF A MEETING OF THE FINANCE & POLICY COMMITTEE OF BRACKLEY TOWN COUNCIL HELD IN THE UPPER HALL, TOWN HALL, BRACKLEY ON MONDAY 19th JULY 2010 at 8.05 pm

149. INFORMATION REPORTS Cont'd...

c) Andrea Leadsom MP

Mrs Leadsom has submitted dates and times for her advice centres and has indicated that she would be available to attend Parish functions if Members so wished.

150. HIGH STREET ROAD REPAIRS

Cllr Cartmell queried as to whether the Town Council had been informed about the road repairs to the High Street and Cllr Stocker stated that a repair was missed in the vicinity of the bus stop.

Meeting closed at 8.59 pm

Chairman