

LUDGERSHALL TOWN COUNCIL



Minutes of Finance & Policy Meeting held in the Town Council Office, 22 High Street, Ludgershall on Wednesday 22nd February 2017 at 7-00pm																										
Present:	Cllr Giles in the Chair	Cllr White																								
	Cllr Hollis	Cllr Langley																								
	Cllr Pickernell																									
	<u>Agenda Item</u>	<u>Action</u>																								
210/17	1. Apologies – Cllr K Hall (Family commitments)																									
211/17	2. Declaration of Interests – Cllr J Hollis and Cllr M Giles declared an interest in item 11 b.																									
212/17	3. Minutes – of previous meeting had been circulated and ratified at full Town Council on 14th February 2017 there were no other matters arising.																									
213/17	4. Financial Statement - Had been circulated, they were produced after reconciliation with accounts held at Lloyds Bank. The clerk showed all what funds are left to cover the rest of the year with their spending committees. The clerk told the committee that 2 cheques to the value of £709.00 written at FTC to Wiltshire Council have been cancelled. We had already paid them up to date. Cllr AJ Pickernell asked if we had enough money to pay for the new headstone boarders – Clerk confirmed there is. Pillar clock to be pre-cepted for 2018-19. Clerk to ask accountants to ensure budget for play surface in the Rec be available for 2017/2018.																									
214/17	5. Lloyds Fixed Term Deposit Renewal Our current rate is 0.65% and that was over 6 months. Lloyds rates at this current moment our – 1 Year 0.9%, 9 months 0.7%, 6 months 0.6%, 3 months 0.45%. Ludgershall Town Council decided that if the rate still stay at 0.6% for 6 months when it's time to renew on 31/04/2017, then we will accept that rate.	Clerk																								
215/17	6. Bills for Payment <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Aster Living – Office Security</td> <td style="width: 20%;">Direct Debit</td> <td style="width: 30%; text-align: right;">£33.12p</td> </tr> <tr> <td>Virgin Media – Internet and phone</td> <td>Direct Debit</td> <td style="text-align: right;">£75.24p</td> </tr> <tr> <td>Caretaker – Play area</td> <td>Standing Order</td> <td style="text-align: right;">£399.00p</td> </tr> <tr> <td>Avon Security – Engraving mayoral chains</td> <td>Card payment</td> <td style="text-align: right;">£15.00p</td> </tr> <tr> <td>Tesco – Black bags</td> <td>Card Payment</td> <td style="text-align: right;">£12.50p</td> </tr> <tr> <td>Grist Environmental</td> <td></td> <td style="text-align: right;">£228.97p</td> </tr> <tr> <td>Crystal net – SonicWALL Security</td> <td></td> <td style="text-align: right;">£289.24p</td> </tr> <tr> <td>Gavin Jones – Removing of hedge and raising canopies</td> <td></td> <td style="text-align: right;">£1305.29p</td> </tr> </table>	Aster Living – Office Security	Direct Debit	£33.12p	Virgin Media – Internet and phone	Direct Debit	£75.24p	Caretaker – Play area	Standing Order	£399.00p	Avon Security – Engraving mayoral chains	Card payment	£15.00p	Tesco – Black bags	Card Payment	£12.50p	Grist Environmental		£228.97p	Crystal net – SonicWALL Security		£289.24p	Gavin Jones – Removing of hedge and raising canopies		£1305.29p	
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216/17	7. Payments being made by Bank Transfer Clerk suggested that as we have to pay the pension contributions by BACs as they will not take any other payment method, then why can't we pay other companies/salaries by BACs? The procedure would still be the same as we pay the cheques, Clerk would do the bills for payment with the list of the companies/salaries that can be paid by BACs, and we would still need 3 signatories next to each payment. The clerk would then set up each company/employees on the	Clerk																								

	online banking system, pay them after Full Town Council meeting, and print all the details off to prove it has been completed. All councillors agreed.	
217/17	8. <u>Salaries/update on office staff</u> – salaries for the month of February 2017 discussed with the councilors is £2127.74 – this doesn't include National insurance or pension contribution as we have not received this information from our accountant – committee agreed figures. The pension starts for the clerk on 1 st February 2017 and in March after the admin assistants probation period has ended. The admin assistant has a half day training course on 28 th March 2017. Clerk mentioned about what support the council can provide while she is doing CiLCA training.	Clerk
218/17	9. <u>Neighborhood Plan</u> – Clerk and Cllr AJ Pickernell attended a planning training course on the 13 th February 2017. The 2 main outcomes were that a lot of Parish's/Towns are cribbing ideas/plans that have already undergone the process. Cllr AJ Pickernell has contacted Pewsey Parish Council to learn more. If a neighbourhood plan is formally adopted any future planning apps within our core strategy the contractors will need to increase CIL from (15% to 25%). Also it is advised that local councils get more input in the pre application stage to improve our say in planning applications. The clerk and Cllr AJ Pickernell are meeting to discuss what to do next.	
219/17	10. <u>Correspondence</u> – a) SW reg Conf LCA Workshops – Clerk showed the Councillors about the workshops happening in Taunton. LTC decided they didn't want to attend. b) Insurance training for local councils and village halls - Cllr AJ Pickernell, Cllr M Giles and Clerk would all like to attend on the 4 th April 2017 at the cost of £14.40 each. Clerk to arrange.	Clerk
220/17	11. <u>Grants</u> – a) Castledown FM – Sent in a request for the grant funds for 2016. Councillors agreed this, Clerk to action and raise cheque for FTC. b) Mens Shed – Mike Kelly secretary to Tidworth and Ludgershall community shed to present at the next FTC their reasons for wanting a grant. Total cost for the men's shed project is £6000.00, they have asked for a grant of £800.00 to cover the electricity installation costs. Cllr O White suggested that the Men's shed committee start getting a quote for having electricity installed in the Men's shed now, to make sure it is feasible.	Clerk
221/17	12. <u>Committee Reports</u> <i>Allotment, Cemetery & Car park</i> – spending since last committee meeting - 6 Bags of stones for the allotments £35.53. For Gavin Jones creating two new headstone boarders, re edging, putting new bark on the existing headstone boarders, Re edging the paths and moss removal/chemical treatment in the cemetery and Jubilee gardens £1500.00 +VAT, works order done. Around £190.00 for plants for the War memorial, rose garden and planters on order. <i>Recreation, Leisure & Environment</i> – spending since last committee meeting - For Gavin Jones lifting the canopy's and clearing a hedge in the Rec £1300.00 <i>Civic Events</i> – dates for events have changed. The Summer fete will be on the 15 th July 2017, the Freedom parade will be on the 14 th October 2017. Spending since last committee meeting - Clerk purchased 100 black bags for the great British spring clean for £12.50.	
222/17	13. <u>Any Other Business</u> • Cllr O White bought up about a change of password for the computer	

	systems. The clerk has spoken to the firm that have access to enquire about this change. After lengthy discussion it was asked to bring up at the FTC to make a decision.	
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There being no further business to discuss the meeting closed at 8.08pm.

Signed.....Date.....