

LUDGERSHALL TOWN COUNCIL



Minutes of Finance & Policy Meeting held in the Town Council Office, 22 High Street, Ludgershall on Wednesday 31st January 2018 at 7-00pm

Present:	Cllr AKJ Pickernell in the Chair	Cllr B Dance																																																
	Cllr J Hollis	Cllr J Langley																																																
	Cllr CA Allan	Cllr M Giles																																																
Absent:	Cllr J White																																																	
	<u>Agenda Item</u>	<u>Action</u>																																																
128/17-18	1. Apologies – Cllr B Cordery, ill, accepted. Cllr J White personal, committee discussed 4 against 2 abstained, not accepted therefore to be recorded as absent. The Committee stated that more detail would need to be given to the Clerk in future, for her discretion to clarify if needed.																																																	
129/17-18	2. Declaration of Interests – none.																																																	
130/17-18	3. Minutes of previous meeting had been circulated and ratified at Full Town Council on 9th January 2018. There were no comments.																																																	
131/17-18	4. Financial Statement – The accounts were produced after reconciliation with accounts held at Lloyds Bank. The Clerk confirmed that the training budget for Cllrs had hardly been touched and that she had booked a Cllr training session for all Cllrs, if available, for 6th March 2018 7pm – 9pm in Ludgershall venue to be confirmed. The committee agreed this was needed especially with the recent changes all Cllrs would benefit no matter how long they have served. Clerk to email Cllrs.	Clerk																																																
132/17-18	5. Bills for Payment – received to date <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%;"></th> <th style="width: 20%; text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>Aster Living – Office Security</td> <td>Direct Debit</td> <td style="text-align: right;">20.28p</td> </tr> <tr> <td>Virgin Media – Phone/Internet</td> <td>Direct Debit</td> <td style="text-align: right;">88.06p</td> </tr> <tr> <td>Scottish Power – office electricity</td> <td>Direct Debit</td> <td style="text-align: right;">274.18p</td> </tr> <tr> <td>Odd Job Barry – Play areas upkeep</td> <td>Standing Order</td> <td style="text-align: right;">399.00p</td> </tr> <tr> <td>Post Office – Stamps</td> <td>Card Payment</td> <td style="text-align: right;">2.94p</td> </tr> <tr> <td>*Brook Street – Temp w/c 5/01/18</td> <td>Bank Transfer</td> <td style="text-align: right;">169.63p</td> </tr> <tr> <td>AJK Services Ltd – Ladies Toilet lights</td> <td>Bank Transfer</td> <td style="text-align: right;">90.00p</td> </tr> <tr> <td>*Brook Street – Temp w/c 12/01/18</td> <td>Bank Transfer</td> <td style="text-align: right;">212.04p</td> </tr> <tr> <td>*Brook Street – Temp w/c 19/01/18</td> <td>Bank Transfer</td> <td style="text-align: right;">169.63p</td> </tr> <tr> <td>Wiltshire Council – non dom rates cemetery</td> <td>Bank Transfer</td> <td style="text-align: right;">710.65p</td> </tr> <tr> <td>Vaughtons – Deputy Mayor regalia</td> <td>Bank Transfer</td> <td style="text-align: right;">851.46p</td> </tr> <tr> <td>DCK Accounting Solutions – Jan A/Cs</td> <td>Bank Transfer</td> <td style="text-align: right;">262.94p</td> </tr> <tr> <td>Gavin Jones – Jan Grounds Maintenance</td> <td>Bank Transfer</td> <td style="text-align: right;">667.64p</td> </tr> <tr> <td>Jersey Plants Direct- planters/gardens</td> <td>Card Payment</td> <td style="text-align: right;">51.16p</td> </tr> <tr> <td>Jersey Plants Direct- planters/gardens</td> <td>Card Payment</td> <td style="text-align: right;">68.15p</td> </tr> </tbody> </table>			£	Aster Living – Office Security	Direct Debit	20.28p	Virgin Media – Phone/Internet	Direct Debit	88.06p	Scottish Power – office electricity	Direct Debit	274.18p	Odd Job Barry – Play areas upkeep	Standing Order	399.00p	Post Office – Stamps	Card Payment	2.94p	*Brook Street – Temp w/c 5/01/18	Bank Transfer	169.63p	AJK Services Ltd – Ladies Toilet lights	Bank Transfer	90.00p	*Brook Street – Temp w/c 12/01/18	Bank Transfer	212.04p	*Brook Street – Temp w/c 19/01/18	Bank Transfer	169.63p	Wiltshire Council – non dom rates cemetery	Bank Transfer	710.65p	Vaughtons – Deputy Mayor regalia	Bank Transfer	851.46p	DCK Accounting Solutions – Jan A/Cs	Bank Transfer	262.94p	Gavin Jones – Jan Grounds Maintenance	Bank Transfer	667.64p	Jersey Plants Direct- planters/gardens	Card Payment	51.16p	Jersey Plants Direct- planters/gardens	Card Payment	68.15p	
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	of temp is ongoing but still within budget.	
135/17-18	8. Grant Requests – there were none this month for discussion however, the Clerk had found out more about the S106 monies for sports pitches from Grandby Gardens and is in discussions with Wiltshire Council. Clerk will report when more information available.	Clerk
136/17-18	9. Social Media Policy – ongoing.	
137/17-18	10. Correspondence – a) PCC appoints new Temporary Chief Constable at Wiltshire Police – the Clerk informed the committee that Chief Constable Mike Veale had moved to Cleveland Police and that the Current Assistant Chief Constable (ACC) Kier Pritchard will step up in the role with effect from 5th March 2018.	
138/17-18	11. Ground Maintenance Sealed Quotes – the Clerk pointed out that sealed quotes should not be opened within a public meeting as per LTC Standing Orders, the Proper Officer and at least one Cllr should open them at the time/date agreed. However, as this had been agreed and no public were present the Clerk opened the sealed quotes. The committee discussed and asked the Clerk to put forward the quote from the existing contractor and one other, discarding the most expensive one.	
139/17-18	12. Agenda points for next month – -It has been recommended that a change to LTC’s Standing Orders regarding the use of modern technology and communications methods in a council meeting, be altered. - A request that a pre-payment card be obtained by the Clerk to help with emergency payments.	Clerk

There being no further business to discuss the meeting closed at 8.35pm.

Next meeting will be held on 28th February 2018 at 7pm, in the Town Council Office.

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