

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, TRING ON MONDAY 5th MARCH 2012 AT 7.35pm.

Present: Councillors: J S Allan
H Alison
B Batchelor
Mrs G Haynes
Mrs P Hearn
M Hicks
N Nutkins
S Tolley

Also present: Mr K Gray (Town Clerk)

16311. **APOLOGIES**

All Committee Councillors present.

16312. **DECLARATIONS OF INTEREST**

Cllr Mrs Hearn declared an interest in item 8 (Council Insurance) as she is a business tenant of the Council. Cllr Tolley declared an interest in item 7 (Grants) as he is a Council representative on the Justice & Peace Group. The Clerk informed Cllr Tolley that he could remain in the Chamber as he is not a member of the Finance & Policy Committee and has no vote.

16313. **MINUTES**

RESOLVED: To accept and sign the minutes of the meeting held on 16th January 2012 as a true record.

16314. **MATTERS OF REPORT FROM THE MINUTES**

No matters to report.

16315. **CHAIRMAN'S COMMUNICATIONS**

The Chairman reminded Cllrs present that they had received an email from the Clerk asking for nominations for the Town Council Annual Awards.

16316. **PUBLIC PARTICIPATION**

To suspend Standing Orders in accordance with the provisions of Standing Order 67 so those members of the public present the meeting might speak.

RESOLVED: Not to suspend Standing Orders as no members of the public present.

16317. **GRANTS**

- Application from Vitalise Essential Breaks for running costs of £186.00
RESOLVED: Grant application refused
- Application from the Justice & Peace Group for printing costs of £110.00
RESOLVED: Grant of £110.00 awarded to the above group.
- Application from Chilterns MS Centre for various items totalling £391.54
RESOLVED: Grant of £391.54 awarded to the above group and also the remaining monies left in the Council's Grant Budget to the above group totalling £41.46

16318. **Accounts 2011/2012**

The Clerk gave an update on the accounts with regard to Budget v Actual. Cllrs copied into all finance information on expenditure against budget. Councillors asked various questions and it was RESOLVED: To receive and accept the report/information as a true record.

16319. **Town Council Insurance**

RESOLVED: To agree the costs of the Council's Insurance for period 2012-2013 at the sum of £6,885.51

16320. **Tring Town Crier 2012**

Update received from the Clerk and Cllr Ransley on the production of the Town Crier 2012.

RESOLVED: To agree that Tring ATC deliver the Town Crier at a cost of £400.

16321. **Review of Financial Standing Orders & Financial Risk Assessment Documents.**

RESOLVED: The Committee reviewed the above documents and agreed that the content was still suitable for the Town Council.

RESOLVED: To also include the agreed Risk Policy Document for the Councils Reserves

16322. **Council Reserves**

To consider the council's reserves policy, amounts, categories and to allocate specific reserves and identify, and agree, unallocated reserves.

RESOLVED: The Committee identified and agreed the following reserves as at 5/3/12.

Total Reserves:	£197,211.80	(all monies less cheques not presented)
Business Reserve:	£35,867.62	(payments made to year end less income to year end)
General Reserve:	£57,000.00	(official reserve review for 2012/2013)
Contingency Reserve:	£19,167.00	
Earmarked Reserves:	£1,000.00	(Mayoral Chain replacement links)
	£1,500.00	(set aside for Market House Boiler)
	£2,000.00	(election expenses)
	£1,000.00	(marketing Council properties)
	£1,000.00	(marketing Tring Town)

Total Unallocated Reserves: £78,677.18 (total reserves minus Business, General, Contingency and Earmarked)

A motion was put by Cllr Batchelor that the total amounts required for a new boiler and the cost of adding an extra chain link to the Mayoral Chain should be taken from the unallocated reserves amount and therefore reducing the overall earmarked reserves. The matter was put to the vote and it was RESOLVED: That the amounts required for the purchase of a gas boiler and Mayoral chain be allocated to those items.

There being no further business of the Committee, the Chairman closed the meeting at 8.25pm

Signed: _____ Date: _____