

MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON 19TH NOVEMBER 2003

PRESENT

Mr. Steeples presided over Mesdames Harrison and Holmes, Messrs. Mackin, Wren and Fletcher.

1. APOLOGIES

Mr. Gray.

2. DECLARATION OF INTERESTS

None.

Before the meeting started Mr. Henry Harris arrived to discuss any problems he or the Town Council had in respect of the Charter Fair. Mr. Harris stated that he was perfectly happy with the overall arrangements. However, the Town Council requested that next year and in future years the fairground rides etc. should not be placed at the entrance to Richard Daniels House, thus making it difficult for Emergency vehicles to gain entrance or exit. Mr. Harris agreed that in future he would make different arrangements to keep the entrance free for access.

3. QUOTES FOR WINDOWS IN COUNCIL CHAMBERS

Three quotes have been received in respect of remedial work required on the Council Chamber windows. Namely Ventrolla, Best Bros. and Dawsons. RECOMMENDED to full Council. Possibility of funding from the Robert Lucas Trust.

4. LETTER FROM MRS. L. MCGREGOR

A letter has been received from Mrs. McGregor, secretary of the Bloomfield Games Association to thank the Town Council for their grant of £750 that was used for buying extra goal posts for the MUGA. Clerk to write expressing the Council's concerns regarding the difficulties experienced by the public in making bookings for the MUGA particularly during school holiday periods.

5. COMMUTED SUM – LUCAS WAY PLAY AREA

Clerk to contact Lisa White, Mid Beds Play and Open Space Officer regarding the formula used for calculating the appropriate commuted sum in respect of possible adoption of the Lucas Way Play Area.

6. SALARY/CONTRACT CLERK

The Clerk's Contract is now agreed.

7. FLOOD MATTERS – CLERK

It was agreed that the clerk would be responsible for holding flood information as a central source but would not be responsible for collating the necessary information.

8. BUDGET AND PRECEPT FOR 2004 - 2005

A review of payments to Council operatives was deferred until the next Finance & Policy meeting along with the review of Insurance schedules and charges for the hire of the Town Meeting Room.

9. AMOUNT OF PRECEPT FOR 2004 - 2005

Draft Precept amended and RECOMMENDED to full Council.

10. LETTER FROM INTERNAL AUDITOR

A letter has been received from the Internal Auditor relating to procedures and method of presentation of the Annual Accounts that he felt should be updated. However, he further stated that the systems in place accurately and fully reflect the true financial activities of the Town Council and has already signed the Annual Return for the year ended 31st March 2003 for despatch to the External Auditor.

11. ANY OTHER BUSINESS

The Shefford Saints FC (Juniors) are to be contacted to arrange a meeting to discuss the remedial work required to remove 'moles' from the football pitch.

The meeting closed at 10.00 p.m.
