

WESTBURY TOWN COUNCIL

AT A MEETING OF THE GENERAL PURPOSES COMMITTEE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY 6th JUNE 2011 AT 7.00 PM.

PRESENT: Cllr S Andrews (Chairman).
Cllrs M Cuthbert-Murray, M Hawkins, D Jones, S Miles, Mrs M Pope and
W D Tout.
Staff: K Harvey and Mrs D Mansell

Also in attendance: Nil.

- G.1683 PUBLIC FORUM.** Nil.
- G.1684 ELECTION OF CHAIRMAN.** Cllr M Hawkins.
- G.1685 APPOINTMENT OF VICE-CHAIRMAN.** Cllr M Cuthbert-Murray.
- G.1686 APOLOGIES AND REASONS FOR ABSENCE.**
- Cllr Mrs S Ezra – clash of meetings
 - Cllr D Windess – clash of meetings
- G.1687 DECLARATIONS OF INTEREST.** Nil.
- G.1688 MINUTES.** The Minutes of the Committee Meeting held on the 4th April 2011 were confirmed and signed by the Chairman.
- G.1689 MATTERS ARISING.** Nil.
- G.1690 CHAIRMAN'S MATTERS FOR REPORT.** Nil.
- G.1691 FINANCE COMMITTEE.** Cllrs S Andrews, S Miles and Mrs M Pope were appointed.
- G.1692 ANNUAL SUBSCRIPTION – South West Regional Board.** Decision deferred to next full town council meeting. In the meantime, the Clerk to prepare a précis of what benefits membership of the South West Regional Board offers us.
- G.1693 WESTBURY & DISTRICT CANINE SOCIETY – application for a grant of £300.00.** Decision deferred to next full town council meeting. Although a copy of the constitution has been received, the grant request was not accompanied by the latest audited accounts. The Clerk to request a copy.
- G.1694 CLERK'S CORRESPONDENCE/MATTERS.** The Clerk reported that a letter of thanks had been received from Friends of WCR for the grant of £200.00.

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G.1695. ACCOUNTS.

- a. **List of Payments:** Cllr Pope queried why we currently use three phone suppliers. The clerk explained the history and explained that the forthcoming hall refurbishment would be an opportunity to review telecommunication services. The Clerk also informed that a recent review of insurance provider had resulted in a saving of over £8k.
- b. **End of Year Statement 2010-2011.** Queries on the following:
4024 Office Beverage Supplies - overspend. The Clerk advised that once current stocks have been used up, alternative hot drink arrangements are to be put in place.
4050 Bus Shelters – no spend. Cllr Tout had requested that the broken glass in the bus shelter on Station Road be repaired but this has not been done. The Clerk had passed a request to Highways and will chase it up.
4074 Laverton Electricity – 79% overspend. The Clerk to investigate.
4019 Miscellaneous Expenses. Cllr Miles asked for details of miscellaneous items. The Clerk will find out and report back. The Clerk confirmed his intention to categorise all expenses and remove any need for a miscellaneous code.
- c. **Monthly Statement – April.** Cllr Tout queried item **4105 – Town Crier’s Allowance** and asked why it is paid in advance. The Chair confirmed that it is normal practice to pay allowances half-yearly in advance.

7.37 pm

**Signed on behalf of the Meeting
this third day of September 2011**

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Chairman