

**WESTBURY TOWN COUNCIL**

**AT THE MEETING OF THE FINANCE COMMITTEE HELD AT THE LAVERTON,  
BRATTON ROAD, WESTBURY ON TUESDAY, 12<sup>TH</sup> JUNE 2012 AT 7.00 PM.**

**PRESENT:** Cllr S Andrews (Chairman)

Cllrs Mrs S Ezra, D Bradshaw, and G King.

Mr K Harvey, Town Clerk, and Mrs B Mantle.

**F.36 PUBLIC FORM Nil.**

**F.37 ELECTION OF THE CHAIRMAN FOR THE ENSUING YEAR.**

Cllr S Andrews was elected as Chairman.

**F.38 APPOINTMENT OF VICE-CHAIRMAN FOR THE ENSUING YEAR.**

Deferred to the next meeting of the Finance Committee.

**F.39 ACCEPTANCE OF APOLOGIES AND REASONS FOR ABSENCE:**

Cllr M Cuthbert Murray - Clash of meetings

Cllr D Jenkins - Clash of meetings

Cllr S Miles - Unwell

Cllr Mrs D O'Hara - Unwell

**F.40 DECLARATIONS OF INTEREST. Nil.**

**F.41 MINUTES.** The Minutes of the Finance Committee held on the 26<sup>th</sup> March 2012 were confirmed and signed by the Chairman.

**F.42 MATTERS ARISING FROM THESE MINUTES. Nil.**

**Members Matters Arising.** Nil.

**F.43 CHAIRMAN'S MATTERS FOR REPORT. Nil.**

**F.44 REPORT BY THE TOWN CLERK AND RESPONSIBLE FINANCIAL**

**OFFICER.** The Clerk gave an update on the refurbishment of the White Horse. The Westbury Rotarians have provided the resources, and financial support has been given by Westbury Town Council and the Westbury Area Board. Expenditure to date is just over £8,000.00, but more work will be taking place in July on the filling and painting of the joints, and possibly the purchase of more paint to store until the next refurbishment. The cost of the Queen's Diamond Jubilee Celebrations to date is £29,500.00, but should rise to about £31,000.00. It is hoped to present a detailed budget to the next meeting of the Town Council.

Contd.....

**F.45**                    **TO APPROVE THE STATEMENT OF ACCOUNTS FOR 2011-2012.**  
The Clerk reported that the interest and investment income has increased from £302.00 in the previous year to £1,227.00 in 2011-2012. The General Reserve has now increased to £69,605.00. The Town Council's target is £74,253.00, and including this year's budget provision for the General Reserve of £5,000.00, the General Reserve now stands at £74,605.00.

The Statement of Accounts, as submitted, was approved.

**F.46**                    **WESTBURY TOWN COUNCIL FINANCIAL REGULATIONS. Review of Sections 1-5.**

**2.        ANNUAL ESTIMATES (BUDGET)**

2.1        Each Committee shall formulate and submit proposals to the Council in respect of revenue and capital including the use of reserves and sources of funding for the following financial year not later than the end of November each year.

It was agreed to bring this to the attention of the next meeting of the Town Council, and encourage members of each committee to take a more active role in running and setting their own budgets.

**3.        BUDGETARY CONTROL**

3.4        The Clerk & RFO may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report the action to the Council as soon as practicable thereafter.

It was agreed that the Clerk's expenditure limit of £500 should not be increased at the present time

**5.        BANKING ARRANGEMENTS AND CHEQUES**

5.5        "In the absence of the Chairman (Town Mayor), the Town Mayor's Deputy be authorised to sign cheques on his/her behalf...."

To amend "Town Mayor's Deputy" to Deputy Mayor.

**F.47**                    **APRIL MONTHLY STATEMENT.** The Clerk explained that the figures for Audit Fees of -1,840 and Accountancy Fees -742 were accrued costs for 2011-2012, as was the figure of -562 for roundabout sponsorship income.

**7.25 pm**

Contd.....

**Chairman**