

MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks SL7 2AG

MINUTES OF THE FINANCE SERVICES AND ADMINISTRATION COMMITTEE MEETING HELD IN THE COUNCIL OFFICE,
COURT GARDEN, POUND LANE, MARLOW AT 7.00PM ON TUESDAY 11TH AUGUST 2009

Present:	Chairman	Cllr Mrs J Towns
	Vice Chairman	Cllr R J Scott
	Councillors	Mrs J Braybrooke Ms B M Lowe M B Oram F V Sweatman
	Town Clerk Deputy Clerk	Mr H B Bellairs Mrs K E Joy

FS16.09 APOLOGIES

There were no apologies for absence.

FS17.09 DECLARATIONS OF INTEREST

There were no declarations of interest.

FS18.09 MINUTES

The minutes of the previous meeting held on 9th June 2009 were presented by the Chairman and agreed and signed subject to the following amendment:

Page 1 – Present correct job titles for Mr Bellairs and Mrs Joy

FS19.09 INFORMATION REPORTS

a) Office Accommodation

Terms for the new lease for the Town Council have been agreed. The documentation had yet to be received.

b) Part Time Amenities Supervisor

This post had been advertised and received a high level of interest. Interviews would be conducted on Thursday 13th August 09.

c) Shopmobility

Further information about the Shopmobility scheme in Marlow had yet to be received. A full report would be presented to members when this information becomes available. It was noted that the scheme is running from Court Garden Leisure Centre at present.

d) Foxes Piece Fencing

A formal request from an allotment holder for fencing works at Foxes Piece allotment site had been received. Members confirmed that this proposal would be considered in the light of the six month income and expenditure review due to take place in October 09.

MEMBERS NOTED THE REPORTS

FS20.09

CAROLS ON THE CAUSEWAY

The Chairman gave a verbal report to the meeting regarding Nextstage Drama who expressed an interest in performing at the Carols on the Causeway event in December 09. The Drama group would work with the invited local schools and the Town Band. The Chairman commented that the event would still be run by the Town Council. The Group would perform at no cost to the Town Council.

The meeting agreed to form a working group to take this idea forward and work with the other organisations involved in the event. The working group would comprise:

The Chairman
The Town Mayor
Cllr Mrs J Braybrooke

RESOLVED:

THAT A WORKING GROUP COMPRISING THE CHAIRMAN, TOWN MAYOR AND CLLR MRS J BRAYBROOKE BE FORMED TO WORK ON ORGANISING ENTERTAINMENT FOR CAROLS ON THE CAUSEWAY 2009

FS21.09

HANGING BASKET SPONSORSHIP

The Chairman asked Cllr Mrs J Braybrooke to report on this item.

Cllr Mrs J Braybrooke stated that Cookham Parish Council provided filled hanging baskets to retailers at £5 per unit. Responsibility for watering the basket and the bracket lay with the retailer. The cost to the Parish Council per unit was £10.

The meeting discussed the Town Council offering to do likewise for retailers in the High Street. Issues raised included

Health and safety
Responsibility / upkeep watering etc
Brackets / installation
Colour theme

Cllr Mrs J Braybrooke agreed to compile a report detailing all aspects of providing filled baskets to Marlow retailers at a subsidised cost.

RESOLVED:

THAT CLLR MRS J BRAYBROOKE WOULD REPORT BACK TO THIS COMMITTEE WITH REGARD TO THE PROVISION OF HANGING BASKETS FOR MARLOW RETAILERS

FS22.09

CEMETERY VANDALISM

It was reported to members that there had been a spate of anti social behaviour and vandalism at the cemetery. Despite previous efforts including working with the local Police Community Support Officer anti social behaviour remained a problem. It was suggested that the Sandygate Close entrance gate be closed on a trial basis to see if this reduced the anti social behaviour and vandalism.

Members were reluctant to take this course of action knowing that it would inconvenience genuine cemetery visitors but were mindful that anti social behaviour and vandalism must be tackled.

The meeting agreed to monitor the situation for a further 4 weeks and would consider closing the gate on a trial basis should further incidents occur. This decision was delegated to the Town Clerk in consultation with the Chairman.

Should the gate be closed appropriate signage would be displayed and press coverage would be sought.

RESOLVED:

A) THAT THE TOWN COUNCIL MONITOR ACTIVITY IN THE CEMETERY AND
B) THAT IF FURTHER ANTI SOCIAL BEHAVIOUR / VANDALISM OCCURS THE TOWN CLERK IN
CONJUNCTION WITH THE CHAIRMAN WOULD DECIDE WHETHER TO CLOSE THE SANDYGATE CLOSE
ENTRANCE GATE ON A TRIAL BASIS

FS23.09

MONTHLY ACCOUNTS

Members were circulated with the following documents:-

- Balance sheet as at 30.06.09
- Income and Expenditure report as at 30.06.09
- Grant schedule as at 30.06.09
- Earmarked reserves schedule as at 30.06.09

RESOLVED: THAT MEMBERS APPROVED THE REPORTS

FS24.09

ACCOUNTS PAID SINCE THE LAST MEETING

RESOLVED:

THAT THE BANK PAYMENTS FOR MAY 09 IN THE SUM OF £780.95 AND £32,992.46 AND FOR JUNE 09
IN THE SUM OF £1,092.80 AND £28,805.28 BE APPROVED

FS25.09

DATE AND TIME OF NEXT MEETING

20th October 2009 at 7.00pm

Chairman.....

Date.....