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4 August 2011

To: All Members of the Finance & General Purposes Committee – Councillors P Anstey, J Fraser, Mrs R Hopkinson, M Jackson, Mrs N Kenna, Mrs I Langsford, C Lynch, Mrs E Marston, C Riley, M Simpkins, C Stewart, R Taylor.  
All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and General Purposes Committee will be held on Wednesday 10 August 2011 in the Town Hall at 7.30pm.

Yours sincerely

David J Martin  
TOWN CLERK

### AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest  
  
To receive any Declaration(s) of Interest under the Local Authority (Model Code of Conduct) Order 2007 issued under SI No. 1159 including paragraph 12(2).
4. Matters Arising from the Minutes of the previous Meeting held on 8 June 2011 – *for information only.*
5. Detailed Income and Expenditure Accounts (including the Town Hall) - To consider the attached financial report – *for review.*
6. Corporate Plan Objectives (*Minute FIN 06/11*) - Further to the previous meeting, the Corporate Plan Objective sheet for 'Tourism' is attached for monitoring and review – *for comment.*
7. Grant Applications (Third Round) – The grants scheme for 2011/12 has been publicised and eight further grant applications have been received. The applications can be viewed

in the Town Hall during office hours and will also be available half-an-hour prior to the meeting.

The remaining uncommitted grants budgets for 2011/12 are as follows: General (budget heading 1260) £4,831\*; Methuen Hall (budget heading 1261) £9,975; Corsham Community Centre (budget heading 1264) £1,000; Arts Centre (budget heading 1265) £2,000; and CAB (budget heading 1267) £1,000.

(\*includes £74 returned by Corsham Civic Society as an unused part of its grant).

The grant applications, totalling £2,475.06 are as follows:

<b>Awarded 2010/11</b>	<b>Requested 2011/12</b>	<b>Applicant &amp; Purpose</b>
£100.00	£100.00	Corsham Sixty Plus Club - Towards cost of speakers and Christmas Party.
£0.00	£500.00	Mansion House Preschool Playgroup - Towards new play equipment and gazebo.
£124.50	£372.00	Vitalise - Towards respite care breaks for disabled people.
£0.00	£400.00	Corsham Country Market - Promotional bookmarks and portable tables.
£0.00	£100.00	Corsham Twinning Association – Towards a twinning gift of a brass plaque commemorating 30 years.
£0.00	£56.10	Cancer Research UK – To pay for Town Hall hire for charity fundraising event.
£0.00	£450.00	Corsham Rugby Football Club – Towards a new scrum machine for juniors and seniors.
£0.00	£496.96	Katherine Park Residents Association – Towards a website, newsletters and other printed material.

- for consideration and decision.

8. Loans (*Minutes FIN 05/11*) – Further to the previous meeting a report clarifying the Town Council's loans is attached – *to note*.
9. Council Finance Training for Councillors – It has previously been suggested that a training session be run by officers in order that Councillors can gain a better understanding of local council finance. It is suggested that the following areas are covered: rules and regulations, audit and accounts, budget preparation and monitoring, borrowing, capital and revenue finance and forward planning. Councillors views are sought – *instructions requested*.
10. Wiltshire Compact 2011 and beyond – The Town Council is being consulted on a new Wiltshire Compact. The Compact is an agreement between the public and voluntary and community sectors in Wiltshire and seeks to support and improve partnership working.

A copy is available in the Town Hall or online ([www.thewiltshirecompact.org.uk](http://www.thewiltshirecompact.org.uk)) – *for consideration*.

11. Annual Review of the Effectiveness of the Internal Auditor – it is a requirement of the External Auditor that Town and Parish Councils review the effectiveness of their Internal Auditors. A checklist has been provided to assist in this task (*see attached*). The Town Clerk has drafted comments in the 'Areas for Development' section.

*Recommendation*

That the Town Clerk's comments regarding the effectiveness of the Internal Auditor be endorsed.

12. Review of Standing Orders – The National Association of Local Councils has recently revised its Model Standing Orders. A copy is available in the Town Hall. The Town Clerk has reviewed the eight or so minor changes, none of which are significant. Most of these are covered by the Town Council's adopted Standing Orders which were reviewed and updated in June 2010, or are more relevant to political councils.

*Recommendation*

That the Town Council's Standing Orders are kept under review but not changed further at this time.

13. Local Government Resource Review: Proposals for Business Rates Retention – Communities and Local Government is consulting on the Government's proposals to change the way local government is funded by introducing retention of business rates. A copy of the consultation is available in the Town Hall and online (<http://www.communities.gov.uk/documents/localgovernment/pdf/1947200.pdf>). It has been suggested previously that the Town Council might favour a distribution of a share of the business rates to town and parish councils collected in their areas. This could encourage local councils to spend a greater proportion of their income on business related matters such as tourism, town centre regeneration and economic development – *for consideration*.