



Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

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28 November 2017

To: All Members of the Finance and Administration Committee – Councillors S Abbott, Miss T Alberga, P Anstey, Mrs R Hopkinson, M Jackson, D Jarman, D Jones, R Le-Var, N Pocock, R Taylor.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 6 December 2017 in the Town Hall at 7.30pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 18 October 2017 - *for information only*.
5. Grant Applications (Fifth Round) – The grants scheme for 2017/18 is being publicised and nine new grant applications have been received for consideration at this meeting. Copies of the completed application forms are being sent to Committee members. The full applications, with supporting papers, can be viewed in the Town Hall during office hours and will also be available half-an-hour prior to the meeting.

The balances of the grants budgets for 2017/18 are as follows: Grants General (budget heading 102/1260) £410; Methuen Hall (budget heading 102/1261) £7,342; Arts Centre (budget heading 102/1265) £2,000. There are also earmarked reserves: Grant Reserve Fund (budget heading EMR 347) £9,800, and Grant Tourism/CADT £2,500 (budget heading EMR 361).

There is a limit to the amount the Council can spend where it has no specific Power. This is known as Section 137 expenditure and must be recorded separately in the Town Council's accounts. The limit for 2017/18 is £7.57 per registered elector, which equates to around £73,800. The Council is highly unlikely to reach this figure in any given year. Where grant applications are for activities funded through Section 137, they are identified below. There are three for this meeting.

Details of the grant application is as follows:

Awarded 2016/17	Requested 2017/18	Applicant & Purpose
£500	£500	Corsham Bowls Club – Towards materials for a covered storage area for bowling green maintenance equipment.
£0	£490	Corsham Cricket Club – Towards a hut on The Corsham School playing field to provide shelter for juniors.
£0	£500	Corsham Town Football Club – Towards a new path to complete a circuit of the pitch and connect the tennis courts and training area.
£0	£497	Shapeshifter Productions – Towards performers fees for a concert tour with workshop and concert at The Pound.
£0	£330	Golden-Oldies Charity – Towards a session leader and promotional material for the activity group for older people.
£0	£500	Volunteer Guides of The Corsham Almshouses – Towards enhanced activities in commemoration of the 350 th anniversary of the building, including gala open day.

Section 137 Applications

£75	£100	Multiple Sclerosis Centre (Wessex) Limited – Towards physiotherapy services to members from Corsham.
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£0	£500	Wiltshire Citizens Advice – Towards free advice to Corsham residents through telephone, email and webchat. Face to face advice is available from Chippenham and Melksham.
£354	£354	Revitalise Respite Holidays – Towards a respite holiday for a disabled person and their carer from Corsham.

- *for consideration and decision.*

6. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review.*
7. Draft Budget 2018/19 (*Minutes P&A 49/17 and CS 47/17*) – Further to previous meetings the Committee is asked to consider the attached budget report and make a recommendation on the 2018/19 budget and precept to the Full Council – *instructions requested.*
8. Strategic Plan Monitoring and Evaluation (*Minute F&A 32/17 and others*) – The attached Monitoring and Evaluation sheet provides details of all the actions within the Strategic Plan themes covered by the Finance and Administration Committee (along with related actions which are monitored by other Committees/Council for information) – *for information and comment.*