



GLASTONBURY TOWN COUNCIL

Minutes of Finance and General Purposes Committee held on 26 July 2022 at 7pm	
Councillors Present	I. Donfrancesco, J. Cousins, Lokabandhu, M. White, I. Mutch, P. Manning, R. Cook, L. Osborn, M. Smyth, S. Henderson and S. Roney-Dougal
Apologies	Cllrs L. MacDougal, N. Cottle and Z. Price
In Attendance	Town Clerk and Responsible Finance Officer
Public Participation	0 members of the public were present.

The Terms of Reference for this Committee state that the Deputy Mayor is the Chair.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs MacDougal, Cottle and Price. The reasons for absence were duly **NOTED**.

2. TO ELECT A DEPUTY CHAIR

Cllr Smyth proposed Cllr Lokabandhu to be Deputy Chair. This was seconded by Cllr Donfrancesco and **RESOLVED** unanimously.

3. DECLARATIONS OF INTEREST

Cllrs Manning and Roney-Dougal declared interests as members of Glastonbury Antiquarian Society. Cllr Smyth declared an interest as a member of Glastonbury Conservation Society and as Common Moor Allotments Society secretary.

4. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on 21 December 2021 were considered and **SIGNED** as a correct record of the meeting.

5. TO CONSIDER GRANT APPLICATIONS

Two grant applications had been received in time for the meeting. An additional grant application had been received too late to be considered at this meeting but it will be considered in November.

a. Somerset Arts Therapies Centre

The above organisation requested £2,000 to help create an outdoor area to provide nature-based therapeutic work. Members received a short verbal presentation from the applicants and asked several questions to understand the detail of the organisation and their grant.

b. Glastonbury Antiquarians for Glastonbury Museum

The above organisation requested £2,000 to purchase items to assist with displays in the museum. Members received a short verbal presentation from the applicants and asked several questions to understand the detail of the organisation and their grant.

Members considered the total grants budget for 2022-23 which is £4,000, of which £750 had already been awarded to the Somerset Food Trail at the June Full Council meeting.

It was **RESOLVED** by majority to award Glastonbury Antiquarians for Glastonbury Museum £1,000.

It was **RESOLVED** by majority to award Somerset Arts Therapies Centre £250.

Cllr Cousins proposed that the grants process was altered to provide small grants of between £50 and £500, that the Town Clerk draw up a suitable set of criteria to be presented at the next meeting and the committee consider organisations they may wish to regularly support outside of the grants budget. This was seconded by Cllr White and **RESOLVED** unanimously.

6. TO APPOINT TWO COUNCILLORS TO REGULARLY SPOT-CHECK THE TOWN COUNCIL'S FINANCIAL PROCEDURES

Cllr Smyth nominated Cllr Lokabandhu and this was seconded by Cllr White.

Cllr Manning nominated himself and this was seconded by Cllr Donfrancesco.

It was **RESOLVED** unanimously to appoint Cllrs Lokabandhu and Manning to regularly spot-check the Town Council's financial procedures.

7. TO RECEIVE A WRITTEN REPORT FROM THE RESPONSIBLE FINANCE OFFICER REGARDING ACTION TAKEN FOLLOWING RECEIPT OF THE INTERNAL AUDIT REPORT FOR 2021-22

Members considered the report and **NOTED** its contents.

The Town Clerk and Responsible Finance Officer will work with committees which hold reserves to earmark these for a specific purpose for the next financial year.

8. TO CONSIDER THE TOWN COUNCIL'S PRESENT AND FUTURE FINANCIAL RESOURCES

Members received a verbal update from the Town Clerk and Responsible Finance Officer as to the Town Council's income streams and reserves.

9. TO CONSIDER THE TOWN COUNCIL'S PRESENT AND FUTURE FINANCIAL INVESTMENTS

Members received a verbal update from the Town Clerk and Responsible Finance Officer as to the Town Council's investments.

Cllr Cousins proposed that this committee establish an Ethical Banking and Investments sub-committee to consider where and how the Town Council holds its funds. This was seconded by Cllr Donfrancesco and **RESOLVED** by majority.

The membership of this sub-committee was **AGREED** as: Cllrs White, Manning, Henderson, Smyth, Osborn, Cook, Roney-Dougal and Cousins.

The date for the first meeting of this sub-committee was set for 16 August 2022 at 8pm.

10. TO CONSIDER ARRANGING A STRATEGIC PLANNING MEETING FOR THIS COMMITTEE

The Town Clerk and Responsible Finance Officer reminded members of the process for budget and precept setting for 2023-24. In order that costings can be sought for the Town Council's ambitions in preparation for the November meeting where the budget is discussed, the idea of a strategic planning meeting was raised.

It was **RESOLVED** unanimously to hold an Extraordinary Finance and General Purposes meeting on 20 September 2022 at 8pm.

11. TO CONSIDER THE DATE OF THE NEXT MEETING FOR THIS COMMITTEE IN LIGHT OF THE POTENTIAL CLOSURE OF THE TOWN HALL

Since the agenda was set for this meeting, the Town Hall is now no longer planned to be closed to facilitate the works to the heating system. There was no need to consider the date of the next meeting and it shall remain as 22 November 2022.

SIGNED:	DATE:
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