

**NORTHAMPTON TOWN COUNCIL
POLICY AND FINANCE COMMITTEE**

This is a record of decisions taken by the Town Clerk in accordance with the authority delegated to him by the Council at its meeting held on 17th May 2021. All decisions were taken having consulted remotely by Zoom members of the Policy and Finance Committee on 5th July 2021 and were in accordance with the views of those members.

**Minutes of the meeting held at 18.00 on 5th July 2021
Using the Zoom Video Conferencing Platform**

PRESENT: Cllrs Marriott (Chair), Brown, Birch, Hallam, Hibbert, Holland-Delamere, Russell, Tarasiewicz.

Also present was Cllr Kilbride

Officer in attendance: Mr S Carter (Interim Town Clerk)

11. APOLOGIES

Apologies had been submitted by Councillors G Eales, T Eales and Purser.

12. DECLARATIONS OF INTEREST

None.

13. MINUTES OF THE LAST MEETING INCLUDING UPDATES ON THE PROGRESS OF ANY ITEM

Circulated with the agenda were the minutes of the meeting held 14 June 2021.

RESOLVED: That they be accepted as a true and accurate record of the meeting and that the Chair be authorised to sign the minutes.

With reference to Minute 10, appointments to the Staffing Sub-Committee:

RESOLVED that Cllrs Marriott (Chair), Birch, T Eales, Kilbride (subject to formal appointment to the Policy and Finance Committee) Hibbert, Purser (provisional subject to him accepting) and Russell be appointed to the Staffing Sub-Committee.

14. NTC/WNC COAT OF ARMS ON THE GUILDHALL

The chair verbally informed the committee that he had received correspondence from WNC informing him that they were looking to put up a coat of arms and logo on the Guildhall to be located where the old one was

It was questioned whether planning permission would be required to which the Town Clerk did not know, however, if it were then the Town Council would be a consultee.

The Chair welcomed this development and hoped the coat of arms would go back up.

15. PRINTING OF POLLING CARDS FOR TALAVERA BY-ELECTION

Circulated with the agenda was a report on the Talavera by-election. It explained that the estimated cost was £20,000 including the cost of polling cards (estimated at £4,000) which was optional. It was confirmed that the cost of the whole by election would be met by the town council. Voters did not require polling cards to vote, and legally they did not have to be issued, however, they did act as a prompt to people to inform them that an election was to take place.

In response to a question the Clerk explained that the Town Council were not responsible for elections, WNC were the electoral authority.

RESOLVED: That the Northampton Town Council sanction the printing and delivery of polling cards for the Talavera by-election.

16. ADDITIONAL FUNDING FOR NORTHAMPTON MUSIC FESTIVAL

Circulated with the agenda was a report advising of a referral from the Community Services Committee regarding additional £5,000 of funding for the Northampton Music Festival.

The Clerk explained that he had met with officers from WNC who were managing funding for re-opening the High Street and that there was a possibility that up to £2,500 could come from this scheme though it may be some time before this funding came online and the event was in September.

RESOLVED: That the organisers are encouraged to make a grant application to the Town Council once the scheme was up and running on 19 July.

17. TREASURY MANAGEMENT ADVICE WITH ARLINGCLOSE

It was explained in a report that Northampton Town Council had a considerable annual budget (for a town council) of approximately £1.8 million. This was likely to increase as the town council grew, took on services etc.

At present the Town Council's funds were held in an account with its banking partner Unity Trust Bank. Whilst secure it was not advisable to have all funds in one account. In addition, little or no interest was being earned. As the Council grew and reserves increased, this money would need to be allocated and invested wisely, offering security over return.

Whilst officers had some knowledge they were not experts in treasury management. It was explained that Arlingclose offered advice to town/parish and principle councils in accordance with legislation and regulations. They were the only company able to offer regulated advice to Councils with balances below £10,000,000. They had partnered with NCALC to offer this service to councils in Northamptonshire at a cost of £9,500 per annum, discounted to £8,500 if more than two councils signed up.

In response to a comment about taking investment advice from WNC, the Clerk explained that the advice applicable to a large unitary authority may not be relevant or applicable to the town council.

With regards to cost, it was hoped that this would be more than covered by the increased returns in interest payments.

The Clerk had attended a remote meeting with a representative of Arlingclose and explained that their first priority would be to advise the Council to spread its cash deposits beyond the Unity Trust Bank in appropriate cash funds. It was important to state that Arlingclose did not invest the money on the Council's behalf but advise and assist the council.

RESOLVED: That the Town Council appoint Arlingclose as its Treasury Management Advisors subject to the members who will attend a meeting with them (members being Cllr Marriott, Kilbride and Russell) giving the final authority.

18. COMPLAINTS PROCEDURE

Circulated with the agenda was a draft complaints procedure based on best practise from the town and parish council sector.

RESOLVED: That the complaints procedure as attached at appendix A be approved and adopted.

The meeting concluded at 18.40

Signed.....Chair