

**CARTERTON TOWN COUNCIL
MINUTES OF THE ADMINISTRATION COMMITTEE MEETING
HELD IN THE TOWN HALL ON TUESDAY 9 OCTOBER 2018
COMMENCING AT 7.30 PM**

Present: Cllr Miss S Coul - Chairman
Cllr Ms J Bull - Vice-Chairman

Cllr Mrs C Delaney
Cllr N Leverton
Cllr Mrs M Mead
Cllr D Melvin

Apologies: Cllr J Hayes, Cllr Mrs L Little and Cllr M McBride

Officers: Ron Spurs - Town Clerk

13 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

14 MINUTES OF THE LAST MEETING

The Minutes of the Meeting held on 5 June 2018, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

15 ADJOURNMENT FOR MEMBERS OF THE PUBLIC

Mr and Mrs Walker of 26 Birchwood, Carterton were present. They explained to the Committee their wish to purchase a small piece of amenity land currently owned by Carterton Town Council.

16 MID-TERM REVIEW OF BUDGET AGAINST EXPENDITURE

Details of Income and Expenditure to 30 September 2018, together with relevant notes, had previously been circulated. A copy is attached at Annex A.

Cllr Leverton asked whether the percentage spend in the budget for Audit was correct. The Clerk explained that the Audits had been completed.

There was a discussion around the electricity charges paid by the Council for Baldwin Mews. The discussion did not focus on the budget per se and it was agreed to discuss this at a future meeting.

17 PETTY CASH EXPENDITURE

Details of Petty Cash Expenditure June to August 2018 had previously been circulated. The report was Noted.

18 REVIEW OF STANDING ORDERS

See Item 19 below.

19 REVIEW OF FINANCIAL REGULATIONS

Items 18 and 19 – Cllr Miss Coul stated that work was ongoing with this project and the draft Standing Orders and Financial Regulations would be available in the near future.

20 GENDER NEUTRAL COUNCILLOR TITLES

The Clerk introduced the item by reading his report.

The Committee RECOMMENDED that Council unanimously adopts gender neutral titles for Councillors.

21 SALE OF COUNCIL OWNED LAND

The Clerk introduced the item by reading his report and the policy.

Following a lengthy discussion by the Committee the following was recommended:

The Committee RECOMMENDED the policy to Council for Adoption.

The Committee RECOMMENDED to Council that Council asks the Chair of the Amenities and Economic Regeneration Committee to form a working group to evaluate each of the applications from residents to purchase amenity land. Each application would be assessed on its individual merits.

22 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting.

23 NJC PAY AGREEMENT 2018-2020

Confidential item.

The meeting ended at 8.15pm.

Chairman