DRAFT – these minutes remain in draft until approved by the next meeting of the Town Council

MINUTES OF THE ANNUAL MEETING OF ASHBY DE LA ZOUCH TOWN

COUNCIL HELD IN THE COUNCIL CHAMBER, ASHBY DE LA ZOUCH TOWN COUNCIL, LEGION HOUSE, SOUTH STREET, ASHBY DE LA ZOUCH LE65 1BQ AT 6.30PM ON 16th MAY 2022.

Present:

Members: Councillor Mrs R.A. Manning (Chairman).

Councillors G.A. Allman, M. Ball, R. D. Bayliss, B.J. Beggan, D. Bigby, J.G. Coxon, J.P. Deakin, D.A. Harrison, Mrs G. Hoult, S.J. Hoult, D.J.G. Jones, Dr. B. Kneale, Mrs E. Parle, N. J. Rushton and Mrs M.E. Tuckey.

Officer: Jack Fargher – Town Clerk.

1. ELECTION OF CHAIRMAN/TOWN MAYOR FOR **2022/2023.**

Councillor Mrs R. Manning welcomed everyone to the meeting. She thanked everyone for their support during her year in office and she particularly wished to thank Councillor Coxon and fellow Councillors for the opportunity to become the Mayor of the town. She made the following statement:

“I am very pleased to have had the opportunity to serve the town and council as Mayor for the last 12 months. Glyn and I have really enjoyed the year.

I must thank Jack for his guidance. He also been at my side at all the major town events, and of course Natalie. She wears many hats in her role as administrator and she has kept me fully informed ensuring nothing gets missed and she doesn’t fail to keep you on track. A pleasure to work with her.

I hope I have served the council and town to the best of my abilities with integrity and humility.

I hope John enjoys his year as much as I have and I know we will all support him as our Mayor for 2022-23.”

The Leader of the Council, Councillor John Coxon, thanked the Mayor for all her hard work during the year.

Councillor J.P. Deakin was proposed by Councillor Coxon, and seconded by Councillor Bayliss, for the office of Chairman of the Town Council.

In the absence of any other nominations, Councillor J.P. Deakin was duly elected unopposed.

**RESOLVED:** that the Chairman of the Town Council and Town Mayor for 2022/2023 be Councillor J.P. Deakin.

Councillor J.P. Deakin duly signed the Declaration of Acceptance of Office of Chairman in the presence of the Proper Officer of the Town Council and was invested with the Chain of Office by the retiring Chairman, Councillor Mrs R. Manning.

**Councillor J.P. Deakin in the Chair.**

The in-coming Chairman expressed his gratitude to the outgoing Town Mayor, Councillor Manning, for the way she had performed her civic duties during her year in office. He made the following statement:

“I am truly honoured to be given the opportunity to represent Ashby de la Zouch as your Mayor for the new civic year.

In this regard I would like to thank the Leader of the Town Council, John Coxon, and the rest of my colleagues on the Town Council for supporting my appointment.

I will do my utmost, with the support of my wife Karen, as the new Lady Mayoress, to represent and promote our special town.

In understanding the duties of the Mayor I know I will be ably supported by the Town Clerk, his staff and all the members of the Town Council.

In terms of chosen charities, myself and Karen would like to support “Canine Partners” and the The Fire Fighters Charity. Canine Partners is based at Osgathorpe and provides assistance dogs for disabled people. The Fire Fighters Charity provides all kinds of help to firefighters personnel and their families. We know many of the firefighters at our local station and appreciate what a great job they do for Ashby and the surrounding area.”

**2. ELECTION OF VICE CHAIRMAN/DEPUTY MAYOR FOR 2022/2023.**

Councillor B.J. Beggan was proposed by Councillor Coxon, and seconded by Councillor Bayliss, for the office of Vice Chairman/Deputy Mayor for 2022/2023.

In the absence of any other nominations, Councillor B.J. Beggan was duly elected unopposed.

**RESOLVED:**  that the Vice-Chairman and Deputy Mayor of the Council for 2022/2023 be Councillor B. J. Beggan.

**3. APOLOGIES.**

There was one apology for absence: Councillor Mrs A. Wilson.

This was received and noted by the Town Council.

**4. STATEMENT FROM COUNCILLOR BALL.**

Councillor Ball made the following statement to the meeting:

“Chair, thank you for letting me speak this evening. Councillors, it has been brought to my attention that at meetings of the Full Council on January 24th and Planning Committee on February 7th and May 9th I used a word which was not appropriate for a formal council meeting.  It was not my intention to cause any offence and I apologise.  Thank you Chair.”

**5. PUBLIC PARTICIPATION SESSION.**

There was one member of the public present at the meeting at Legion House and one by Zoom.

The member of the public at Legion House asked the new Mayor what his priorities would be for the forthcoming year.

The Chairman replied that he wished to build on the good work undertaken by the out-going Mayor, who has done such a good job. He hoped to reach and maintain the same standards that Councillor Rita Manning has obtained. The Chairman said that he would be supporting the town, its businesses and its vibrant community and voluntary sector to the best of his ability.

**6. DECLARATIONS OF INTEREST.**

There were no declarations of interest.

**7. DISPENSATIONS.**

There were no requests for dispensations.

**8. MINUTES OF THE PREVIOUS MEETING OF THE TOWN COUNCIL.**

On the motion of Councillor Mrs R. Manning, and seconded by Councillor Harrison,

**RESOLVED:** that the minutes of the meeting of the Town Council held on Monday 24th January 2022 having been distributed were taken as read, confirmed as a true record and signed by the Chairman.

**9. PLANNING & TRANSPORTATION COMMITTEE.**

On the motion of Councillor S.J. Hoult, seconded by Councillor Deakin,

**RESOLVED:** that the minutes of the meetings of the Planning & Transportation Committee held on Monday 17th January, 7th February (EGM), 21st February and 28th March 2022 be received and the recommendations therein be adopted.

**10. LICENSING COMMITTEE.**

On the motion of Councillor Jones, seconded by Councillor Mrs M. Tuckey,

**RESOLVED:** that the minutes of the meetings of the Licensing Committee held on Monday 17th January 2022 be received and the recommendations therein be adopted.

**11. FINANCE & ADMINISTRATION COMMITTEE.**

On the motion of Councillor Beggan, seconded by Councillor Harrison,

**RESOLVED:** that the minutes of the meetings of the Finance & Administration Committee held on Monday 11th April 2022 be received and the recommendations therein be adopted.

**12. EVENTS & TOURISM COMMITTEE.**

On the motion of Councillor Mrs G. Hoult, seconded by Councillor Mrs M. Tuckey,

**RESOLVED:** that the minutes of the meeting of the Events & Tourism Committee held on Monday 14th March 2022 be received and the recommendations therein be adopted.

**13. PARKS & CEMETERY COMMITTEE.**

On the motion of Councillor Bayliss, seconded by Councillor Ball,

**RESOLVED:** that the minutes of the meeting of the Parks & Cemetery Committee held on Monday 7th March 2022 be received and the recommendations therein be adopted.

**14. REVIEW OF THE SCHEME OF DELEGATION.**

The Town Clerk presented a revised Scheme of Delegation for review and re-adoption by the Town Council. He explained that there are one or two minor drafting amendments e.g. MHCLG is now Department for Levelling Up, Housing and Communities (DLUHC).

He has included a responsibility for each Committee as follows:

* To consider how the Committee can contribute to reducing greenhouse gas emissions and have a positive impact on climate change.

He has also added a responsibility for full Town Council as follows:

* To approve the Town Council’s Investment Policy and any amendments to it;
* To approve any decision to invest funds in accordance with the Town Council’s Investment Policy.

And for Finance & Administration Committee as follows:

* To recommend approval of the Town Council’s Investment Policy and any amendments to it to the Full Town Council;
* To recommend approval to the Full Town Council of any decision to invest funds in accordance with the Town Council’s Investment Policy.

These are as previously resolved by the Town Council and are now included in the Scheme of Delegation.

He has also added responsibility for Green Flag to the Parks & Cemetery Committee as follows:

* To consider applications for the Green Flag Award for any of the town’s parks or open spaces,

and responsibility for Purple Flag to the Events & Tourism Committee as follows:

* To support the Town Council’s Purple Flag accreditation which acknowledges the Town Council’s commitment to raising the standards and broadening the appeal of the town’s night-time economy.

On the motion of Councillor Coxon, seconded by Councillor Mrs G. Hoult,

**RESOLVED:** to re-adopt the Scheme of Delegation as re-drafted by the Town Clerk.

**15. APPOINTMENT OF COMMITTEES 2022/2023.**

On the motion of Councillor Coxon, seconded by Councillor Jones,

**RESOLVED:** that the Chairman, Vice-Chairman and Members of the five Standing Committees of the Town Council for 2022/2023 be as follows:-

**Finance & Administration Committee (12)**

Councillor Rushton (Chairman)

Councillor Beggan (Vice Chairman)

Councillor Ball

Councillor Bayliss

Councillor Bigby

Councillor Coxon

Councillor Deakin

Councillor Mrs G. Hoult

Councillor Jones

Councillor Mrs R. Manning

Councillor Mrs E. Parle

Councillor Mrs M. Tuckey

**Parks & Cemetery Committee (12)**

Councillor Bayliss (Chairman)

Councillor Jones (Vice Chairman)

Councillor Allman

Councillor Bigby

Councillor Coxon

Councillor Harrison

Councillor Mrs G. Hoult

Councillor S.J. Hoult

Councillor Dr. B. Kneale

Councillor Mrs R. Manning

Councillor Mrs E. Parle

Councillor Mrs M. Tuckey

**Planning & Transportation Committee (12)**

Councillor S.J. Hoult (Chairman)

Councillor Mrs R. Manning (Vice Chairman)

Councillor Allman

Councillor Ball

Councillor Bayliss

Councillor Bigby

Councillor Coxon

Councillor Deakin

Councillor Harrison

Councillor Jones

Councillor Dr. B. Kneale

Councillor Mrs A. Wilson

**Licensing Committee (12)**

Councillor Jones (Chairman)

Councillor Harrison (Vice Chairman)

Councillor Allman

Councillor Ball

Councillor Bayliss

Councillor Bigby

Councillor Coxon

Councillor Deakin

Councillor S.J. Hoult

Councillor Dr. B. Kneale

Councillor Mrs R. Manning

Councillor Mrs A. Wilson

**Events & Tourism Committee (12**)

Councillor Mrs G. Hoult (Chairman)

Councillor Mrs M. Tuckey (Vice Chairman)

Councillor Allman

Councillor Ball

Councillor Bayliss

Councillor Beggan

Councillor Coxon

Councillor Harrison

Councillor Jones

Councillor Dr. B. Kneale

Councillor Mrs E. Parle

Councillor Mrs A. Wilson

**16. EXTERNAL ORGANISATIONS.**

The Chairman invited reports (if any) from the Town Council’s representatives to external organisations.

Councillor Mrs M. Tuckey reported that the Ashby Arts Festival is emerging from the restrictions place upon events due to the Covid-19 pandemic and there is a full programme of events for this year. She hoped that everyone, including Town Councillors, would support one or more of the exciting events which are included in the programme between now and 4th June 2022.

Councillor Bayliss reported that the Ashby Endowed Schools Foundation now only meets annually and has minimal duties.

Councillor Bayliss also reported that the Ashby Educational Foundation, which he chairs, is funded by the Alderman Newton Foundation. It meets regularly and dispenses funds.

Councillor Bigby asked whether the Willesley Tenants & Residents Association was meeting. The Town Clerk replied that he has received an email from the Chairman of the Willesley TARA which indicates that they meet for knitting on Monday from 2.00pm to 4.00pm and there is also a seated exercise class from 1.30pm to 2.30pm. However, there has not been a Committee meeting and she will let the Town Council know when they intend to do so.

Councillor Jones extended a plea for help from Ashby de la Zouch Museum for volunteers to assist at the front desk and with visitors to the Museum. The Town Clerk suggested that Ashby Nub News may wish to help publicise the recruitment drive for new volunteers.

Councillor Allman reported that a visit of the Pithiviers Twinning Association would be taking place in 2022, commencing on Thursday 9th June. The Town Clerk added that a Civic Reception would be held on Saturday 11th June commencing at 10.30am in the dining hall of Ivanhoe College to which all Town Councillors are cordially invited.

**17. APPOINTMENT OF REPRESENTATIVES TO EXTERNAL ORGANISATIONS.**

On the motion of Councillor Coxon, seconded by Councillor S.J. Hoult,

**RESOLVED:** that the following appointments be made to external organisations for 2022/2023:-

**(a) New Albion Liaison Committee.**

Appointed: Councillor Mrs R. Manning.

**(b) Ashby de la Zouch Pithiviers Association.**

Appointed: Councillor Mrs R. Manning.

**(c) Ashby de la Zouch Education Foundation.**

Appointed: Councillor Mrs M. Tuckey.

**(d) Ashby de la Zouch Endowed Schools Foundation.**

Appointed: Councillor Beggan.

 **(e) Ashby de la Zouch Museum.**

Appointed: Councillor Jones.

**(f) Lount Landfill Liaison Committee.**

Appointed: Councillors S. J. Hoult & Ball.

**(g) Willesley Residents Association.**

 Appointed: Councillors Jones, Dr. B Kneale & Bigby.

**(h) Litter/fly-posting/fly-tipping Champion.**

 Appointed: Councillor Deakin.

**(i) Ashby de la Zouch Sports Ambassador.**

 Appointed: Councillor Harrison.

1. **Friends of Westfields Group**

 Appointed: Councillors S. J. Hoult, Beggan & Deakin.

1. **Hood Park/Ivanhoe Steering Committee.**

 Appointed: Councillor Harrison.

1. **Ashby de la Zouch Relief in Sickness Fund (Nominative Trustee).**

 Appointed: Councillor S.J. Hoult

 N.B. This appointment is for a term of four years with effect from 08.09.2022.

1. **Ashby Town Centre Traders.**

 Appointed: Councillor Jones.

**(n) Ashby de la Zouch & District Agricultural Society Ltd (Ashby Show).**

 Appointed: Councillor S.J. Hoult.

**(o) Ashby Street Pastors.**

Appointed: Councillor Mrs M. Tuckey.

**(p) Ashby de la Zouch Arts Festival.**

 Appointed: Councillor Mrs M. Tuckey.

**(q) Ashby Allotments Association.**

 Appointed: Councillor S.J. Hoult.

**(r) Leicestershire & Rutland Association of Local Councils.**

 Appointed: Councillor Ball.

**18. APPROVAL OF THE SCHEDULE OF MEETINGS 2022/2023.**

The Town Clerk presented a draft meetings schedule for the municipal year 2022/2023 for approval by the Town Council.

Councillor Coxon moved one amendment to the schedule of meetings as drafted: the Events & Tourism Committee scheduled for Monday 12th September 2022 will be held in the village of Blackfordby rather than the Parks & Cemetery Committee on Monday 26th September 2022. A Councillor surgery for Blackfordby would also be held before that meeting.

On the motion of Councillor Coxon, seconded by Councillor Bayliss,

**RESOLVED:** to approve the schedule of meetings of the Town Council and its Committees for the municipal year 2022/2023 as drafted by the Town Clerk with one amendment: the Events & Tourism Committee scheduled for Monday 12th September 2022 will be held in the village of Blackfordby rather than the Parks & Cemetery Committee on Monday 26th September 2022.

**19. COUNCILLOR SURGERIES.**

The Town Clerk presented a written report to the Town Council.

The Town Council at its meeting on Monday 5th December 2011 approved the introduction of Councillor Surgeries to allow electors to have greater access to their elected representatives with effect from February 2012.The idea was that members of the public would be able to come along to Legion House and speak to Town Councillors, some of whom are also District and County Councillors, about any issues in respect of the running of the town and the services which are delivered locally.

The surgeries have in the past been advertised on the Town Council website, in the press and in ‘Ashby Life’ on a regular basis throughout the year. They have also been ‘Tweeted’.

The Committee is invited to consider whether to reintroduce the programme of Councillor Surgeries for 2022/23. It should also be noted that it was the intention of the Town Council to hold an annual surgery in the village of Blackfordby.

The Town Clerk recommended that the quarterly pattern of Councillor Surgeries is reintroduced (prior to full Town Council meetings) for the year 2022/23 and one to be held in the village of Blackfordby on a date to be fixed.

He also recommended that the membership of the surgeries is restricted to the Leader of the Town Council, a Committee Chairman and a member from the minority group, with an open invitation to any Independent Town Councillors to attend if they are able and willing to do so.

On the motion of Councillor Coxon, seconded by Councillor Harrison,

**RESOLVED:** to reintroduce the quarterly pattern of Councillor Surgeries (prior to full Town Council meetings) for the year 2022/23 and one to be held in the village of Blackfordby prior to the Events & Tourism Committee which is scheduled to be held in the village on Monday 12th September 2022.

**20. TO REVIEW AND RE-ADOPT STANDING ORDERS.**

The Town Clerk presented the Town Council’s Standing Orders for review and re-adoption.

He explained that the only changes that he has made in the draft is that he has removed all references to support the powers enshrined in the Coronavirus Act 2020 and associated 2020 Regulations. [‘The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020’ SI 2020 No.392 referred throughout as “LAPCP Regulations 2020”.]

So, in essence, the draft has gone back to the pre-Covid Standing Orders except that he has left in at 3 (h) “A meeting being “open to the public” includes access to the meeting through remote means including (but not limited to) video conferencing, live webcast, and live interactive streaming.”

The Town Clerk considered that the Town Council would wish to maintain the facility for the public to join a meeting remotely if they so wish rather than being present at Legion House.

Other than that, there are no other changes proposed to the Town Council’s Standing Orders.

On the motion of Councillor Jones, seconded by Councillor Coxon,

**RESOLVED:** to re-adopt, as amended, the Town Council’s Standing Orders as presented by the Town Clerk.

**21. TO REVIEW AND RE-ADOPT FINANCIAL REGULATIONS.**

The Town Clerk presented the Town Council’s Financial Regulations for review and re-adoption. There are no amendments to the Regulations suggested or recommended by the Town Clerk and Responsible Finance Officer.

On the motion of Councillor Rushton, seconded by Councillor Jones,

**RESOLVED:** to re-adopt, unamended, the Town Council’s Financial Regulations as presented by the Town Clerk.

**22. TOWN COUNCIL CODE OF CONDUCT.**

The Town Clerk explained that The Local Government Association (LGA) has developed a new Model Councillor Code of Conduct, in association with key partners and after extensive consultation with the sector, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. It is a template for councils to adopt in whole and/or with local amendments.

The purpose of this Code of Conduct is to assist Town Councillors in modelling the behaviour that is expected of them, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against them. It is also to protect the public, fellow councillors, local authority officers and the reputation of local government. It sets out general principles of conduct expected of all Town Councillors and specific obligations in relation to standards of conduct. The fundamental aim of the Code is to create and maintain public confidence in the role of Town Councillor and local government.

All councils are required to have a local Councillor Code of Conduct. The Town Clerk has been given to understand that the new model Code of Conduct has been adopted with some slight amendments by both the Leicestershire County Council and North West Leicestershire District Council. The Monitoring Officers in Leicestershire arrived at an agreed amended version of the LGA model code in October.  The amendments are mainly in the areas of capacity and interests.  They have reordered the interests section and introduced a flow chart to assist members in interpreting this section as it represents a change from the current code

This is the first time, as far as the Town Clerk is aware, that there has been an agreed code across Leicestershire (subject to each council’s governance processes) and it is hoped that it will make things easier for dual or triple hatted members

On the motion of Councillor Jones, seconded by Councillor Mrs M. Tuckey,

**RESOLVED:** to adopt, unamended, the Town Council’s Code of Conduct as presented by the Town Clerk. By adopting the new Code of Conduct all Town Councillors agree to be bound by it.

**23. ANNUAL INTERNAL AUDIT REPORT AS AT 31st MARCH 2022.**

The Town Clerk and Responsible Finance Officer presented the Internal Auditor’s Report for the financial year ended 31st March 2022.

On the motion of Councillor Rushton, seconded by Councillor Mrs G. Hoult,

**RESOLVED:** To receive and note the Internal Auditor’s written report dated 21st April 2022 for the financial year ended 31st March 2022.

**24. ANNUAL GOVERNANCE STATEMENT 2021/22.**

The Town Clerk and Responsible Finance Officer presented the Annual Governance Statement for the financial year ended 31st March 2022 for approval by the Town Council.

On the motion of Councillor Rushton, seconded by Councillor Mrs R. Manning,

**RESOLVED:** to approve the Annual Governance Statement for the financial year ended 31st March 2022 and to submit it to the external auditors for scrutiny.

**25. ANNUAL ACCOUNTING STATEMENTS 2021/22.**

The Town Clerk and Responsible Finance officer presented the Annual Accounting Statements for the financial year ended 31st March 2022.

The Town Clerk reported that Councillor Bigby has raised two issues with him in respect of the end of year accounts.

Firstly, Councillor Bigby stated that the debt for the loan for the proposed purchase of the Bath Grounds (£620k) is shown but the money is not shown anywhere as a Town Council asset. Surely if the Town Council has borrowed the money, then it should show somewhere as an asset even if it is being held for us by our solicitor? Otherwise, when /if we buy the Bath Grounds it will appear as if they have been added to our assets at no cost.

The Town Clerk replied that so far as the £620k PWLB loan for the proposed purchase of the Bath Grounds is concerned, there are a number of facts, as follows: -

* the money was paid to the Town Council's bank by the Public Works Loan Board, and so became part of the Town Council's assets;
* the sum was then transferred from the bank to the Town Council’s solicitors' client account where it resides, pending completion of the transaction;
* the solicitors' client account is effectively just another account where the Town Council's (cash) funds are currently held;
* until the land purchase is finalised, the cash remains the Town Council's property and thus an asset, albeit with the status of an earmarked reserve; and
* on completion of the purchase, the cash asset will convert to a land title in the Town Council's name (the value of which is to be determined by Town Council and depends upon whether it is considered to be of commercial nature or a 'community asset').

So, to summarise, the Town Clerk reported that he is satisfied with the approach that he has discussed with the Internal Auditor and, therefore, his recommendation to the Town Council is that the £620k is added to the list of ear-marked reserves held by the Town Council albeit that the sum resides with a third party. It is a very unusual position and he believes that this is the most sensible solution.

The Town Clerk reported that Fishers Solicitors has confirmed that the amount is held on behalf of Ashby de la Zouch Town Council and remains unencumbered or charged in any way. The monies have not been committed to any aspect of the transaction and were merely provided to Fishers Solicitors in anticipation of completing the purchase of the land.

Fishers have also confirmed that should the Town Council require the monies to be returned Fishers can arrange to send the monies back immediately at any time. The monies would be sent by same day telegraphic transfer and Fishers have confirmed that they would waive the telegraphic transfer fee in such circumstances.

Councillor Dr. B. Kneale asked whether the money held in the client account is attracting interest and, if so, would this be paid to the Town Council. The Town Clerk replied that he was unclear on this point but would ask the question of Fishers Solicitors.

Councillor Rushton undertook to include an agenda item on the next Finance Committee meeting which is scheduled to take place on Monday 18th July to discuss whether the £620k held on account by Fishers Solicitors should be returned to the Town Council and whether, in the event that the proposed purchase of the Bath Grounds does not proceed, to repay the loan to the Public Works Loan Board.

In the meantime, the Town Clerk was invited to investigate whether, in the event that the loan is repaid to the PWLB, a redemption penalty or other interest payments may be charged.

On the motion of Councillor Rushton, seconded by Councillor Coxon,

**RESOLVED:** that the £620k PWLB loan for the proposed purchase of Ashby Bath Grounds is added to the list of ear-marked reserves held by the Town Council, albeit that the sum resides with a third party (in this instance, the Town Council’s solicitors).

Secondly, Councillor Bigby stated that the £100k investment with the CCLA Public Sector Deposit Fund was specifically described at the last Finance Committee as a short-term investment but now it is being described as a long-term investment. Surely, it forms part of the general reserve, otherwise the Town Council will not be able to say that it has an adequate general reserve. It has only been put here in order to safeguard it in case our bank got into difficulties.

The Town Clerk replied in respect of the £100k investment with the CCLA PSDF it is a matter for the Town Council to decide whether it is a short or a long-term investment. However, the intention of the Town Council when it passed the resolution on 25th January 2021 to aim to achieve a reserve position of £200k by 31st March 2024 sounds like a long-term investment. A short-term investment is defined in the Joint Panel on Accountability and Governance Practitioners’ Guide [March 2022] as having a maturity of 12 months or less.

The Town Clerk reminded the meeting that the investment was not just about spreading the risk, it was also about improving the Town Council’s reserves position in order to comply with Section 5.32 of the Governance and Accountability for Smaller Authorities in England [March 2022] and the Internal Auditor’s comments for the financial year 2020/21.

So, to summarise, the Town Clerk reported that he is satisfied that the approach that he has discussed with the Internal Auditor, that the £100k currently invested in the CCLA PSDF should be considered a long-term investment and should be accounted for on the Town Council’s “Total Fixed Assets plus Long-Term Investments & Assets Register” is the most appropriate one. That is his recommendation to the Town Council this evening.

On the motion of Councillor Rushton, seconded by Councillor Coxon,

**RESOLVED:** that the £100k currently invested in the CCLA PSDF should be considered a long-term investment for the Town Council and, therefore, accounted for on the Town Council’s “Total Fixed Assets plus Long-Term Investments & Assets Register”.

On the motion of Councillor Rushton, seconded by Councillor Coxon,

**RESOLVED:** to approve the Annual Accounting Statements for the financial year ended 31st March 2022 and to submit them to the external auditors for scrutiny.

**26. INVESTMENT POLICY.**

The Town Clerk reported that the Finance & Administration Committee meeting held on Monday 11th April 2022 has recommended to the full Town Council the re-adoption of the Investment Policy of the Town Council.

Councillor Bigby pointed out that the Investment Policy requires amendment on page 4 and 5 following the previous resolution of the Town Council to consider the £100k currently invested in the CCLA PSDF as a long-term investment for the Town Council.

The Town Clerk also reported that the Finance & Administration Committee meeting held on Monday 11th April 2022 has recommended to the full Town Council to make a further investment of £100k in the CCLA Public Sector Deposit Fund during the financial year 2022/23 and to delegate to the Responsible Finance Officer the timing of such an investment.

On the motion of Councillor Rushton, seconded by Councillor Beggan,

**RESOLVED:** to accept the recommendation of the Finance & Administration Committee meeting held on Monday 11th April 2022 to re-adopt the Investment Policy of the Town Council subject to the deletion of the word “not” at the bottom of page 4 and the deletion of the word “short-term” on page 5 of the draft presented by the Town Clerk.

**RESOLVED:** to approve the recommendation of the Finance & Administration Committee meeting held on Monday 11th April 2022 to make a further investment of £100k in the CCLA Public Sector Deposit Fund during the financial year 2022/23 and to delegate to the Responsible Finance Officer the timing of such an investment.

The Chairman closed the meeting at 7.17pm.

CHAIRMAN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_