



**Tidworth Town Council
Leadership October 2023**



Minutes of the Leadership Committee Meeting held on 31st October 2023 in Unit 3D Castledown Business Park, Ludgershall at 7.10pm.

Attended Councillors H Jones (HJ) (In the chair), P Hedge (PH), C Webb (CW) Cllr M Connolly (MC) Cllr L Coleman (LC) Town Clerk (CL)		23/020L 1. Apologies: None
Item	Agenda Item	Action by
23/021L	2. Declarations of interest None	
23/022L	3. Minutes of August 2023 meeting Approved at September 2023 full town meeting. No matters arising	
23/023L	4. AGAR/Internal Audit Both had been circulated and there were no matters of concern raised in the Internal Audit regarding TTC's processes, however there are concerns regarding the reliability of the accountants therefore the Town Clerk will investigate what alternatives are available. It is agreed that the matters raised on the AGAR were unfair and unnecessary. Unfortunately as the auditor is Government appointed an alternative cannot be sourced, it is also likely that there will be no outcome to any complaints. However, after circulating a narrative of discrepancies and a timeline to the members the Town Clerk will write a letter. The information circulated to the Leadership Committee is fully available to all members upon request. MC proposed that the Town Clerk investigate accountancy options and that they are satisfied with the Internal Audit, seconded by CW, carried	CL
23/024L	5. Investment The fixed term deposit fund invested with Close Brothers had recently matured at a value of £519,402.81. The Town Clerk had circulated a proposal with current interest rates with different providers. MC proposed that the sum of £700,000 is invested with Close Brothers for the term of 1 year, second by HJ, carried.	CL

23/025L	<p>6. Outreach Youth Worker - Following on from TTC agreeing to support the funding of a Youth Street Worker to the sum of £2,500.00 CW and CL attended a meeting to review the proposals from potential providers.</p> <p>The two options which were 4Youth and Yellow brick Road.</p> <p>CW proposed 4Youth as the preferred provider, seconded by LC, carried.</p>	
23/026L	<p>7. Allotments – Due to some issues regarding access and the 8 acre field MC suggested seeking advice from the legal team. He has requested a quote to carry out this work to be recommended to full town.</p> <p>PH proposed that upon agreement to the cost of the advice TTC seek legal advice about how to proceed with the allotments, seconded by CW, carried.</p>	
23/027L	<p>8. Correspondence Note for full Town Due to the timely nature of requests received some matters regarding the Civic Centre have been recommended by Leadership over email and minuted at this meeting for the record:</p> <p><i>Landscaping – the members agree to the relocation of three of the trees.</i></p> <p><i>Clerk of Works – the members agree to the extension of the COW’s contract at a cost of £2,994.00 (Nov) £736.00 (Dec)</i></p> <p><i>Key Suiting – the members have agreed changes to be confirmed by HJ/CL.</i></p> <p><i>EV Charging – the members agree to the quotation of £23,700.00 + VAT from J & G Fencing to provide EV charging points. TTC already has a grant of £11,000.00 from Wiltshire for this.</i></p> <p><i>CL to find out what the ‘back office software’ is and the cost.</i></p> <p><i>Emergency Lighting – have obtained a quote from AJK as a comparison there is a saving of £1,758.00, therefore the members recommend contracting AJK to carry out the Emergency Lighting maintenance at a cost of £1,066.60 + VAT .</i></p> <p><i>FM 1 year additional costs – this is an expense that has to be paid, the members recommend that TTC accepted the additional cost at £4,539.14.</i></p> <p><i>Extension of FM advice - Extension to SWPM (Tim Goodman) for FM advice and support to Site Officer up to end of March 2024 at a cost of £1,950.00 + VAT per month.</i></p> <p>All to be ratified 7th November 2023 under Civic Centre.</p>	
23/028L	<p>9. Date of next meeting 21st November 2023</p>	<p>Agenda items to be submitted to the Clerk 7 days before meeting</p>

There being no further business the meeting closed at 8.30pm