



3 GILBERTS LANE  
HIGHWORTH SN6 7FB  
01793 762377

[www.highworthtowncouncil.gov.uk](http://www.highworthtowncouncil.gov.uk)

**FINANCE & GENERAL PURPOSE MEETING MINUTES  
TUESDAY 16<sup>th</sup> JANUARY 2023**

<b>Present:</b>	
<b>Councillors:</b>	K Smith (Chairman), I Durnin-Duffy, N Gardiner, A Houghton, J Murphy, and K Saunders.
<b>Town Clerk:</b>	D Rose
<b>Assistant Town Clerk:</b>	C Haines
<b>Members of the Public:</b>	1
<b>Apologies:</b>	Councillor S Weisinger (Health Reasons)

		Action
49	<b>DECLARATIONS OF INTEREST:</b>  None	
50	<b>PUBLIC QUESTION TIME &amp; CORRESPONDENCE (Maximum 10 Minutes):</b>  A member of the public asked the following questions regarding Agenda Item 5 – Public Toilets Payment Facilities:  a) How much will it cost to be able to accept card payments at the public toilets? <i>Initial set up cost £1800.00, then monthly fee quoted £10.00, plus % cost of takings.</i>  b) How much income does Highworth Town Council (HTC) receive from the public toilets? <i>Approximately £1,100.00 per year.</i>  c) How is HTC going to recoup the money? <i>It could potentially result in loss of income as some users spend £0.50p, £1.00 if no change.</i>  d) How many requests have you received to have this installed? <i>1 Facebook comment, Councillor S Apps requested.</i>	
51	<b>MINUTES OF THE MEETING:</b>  <b>RESOLVED</b> to confirm and sign the Minutes of the Finance & General Purpose Meeting held on Tuesday 21 <sup>st</sup> November 2023.  An update was given on the following actions:  a) Minute Reference 48 – Councillor K Saunders confirmed temporary repairs have taken place on Pentylands Lane, but there are ongoing issues still to be addressed. Councillor N Gardiner advised the contact in Swindon Borough Council (SBC) who was dealing with this has now left, SBC are looking at ways to fill this role and get things completed.	NG/KS

52	<p><b>ACCOUNTS:</b></p> <p>The Accounts listed on pages F98. to F.111 were accepted and the payments of Bills were duly authorised.</p>	
53	<p><b>PUBLIC TOILETS PAYMENT FACILITIES:</b></p> <p>Councillors debated the possibility of installing a card payment facility on the public toilets. The toilets are already subsidised through the precept and the installation cost of a card facility would be approximately £1800.00. There are administration costs associated with taking card payments and additional administration is required in the office with reconciling the payments. Councillors unanimously agreed further investigation would be required as there is no budget for this expenditure and it could be discussed at a future date if Councillors wanted to pursue.</p>	DR
54	<p><b>MEMBERS BUSINESS:</b></p> <p><u>Councillor K Saunders:</u> Saturday 13<sup>th</sup> January 2024 the windows in the toilets at the Old Golf Shop were vandalised. The Clerk has reported to SBC.</p>	
<b>Meeting Closed 7:24PM</b>		

Signed: .....

Date: .....