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**FINANCE & GENERAL PURPOSE MEETING MINUTES
TUESDAY 20th FEBRUARY 2024**

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

		Action
55	DECLARATIONS OF INTEREST: None	
56	PUBLIC QUESTION TIME & CORRESPONDENCE (Maximum 10 Minutes): A member of the public was concerned that the fruit and vegetable stall at the Saturday Market was absent again and will be for a long period of time, they asked if it would be possible to get someone else to stand in. <i>It was noted there is a Market Report at Agenda Item 5 and this would be discussed then.</i>	
57	MINUTES OF THE MEETING: RESOLVED to confirm and sign the Minutes of the Finance & General Purpose Meeting held on Tuesday 16 th January 2024. An update was given on the following actions: a. Minute Reference 48 – Councillor N Gardiner advised Swindon Borough Council (SBC) is still awaiting a new Head of Service; other officers are trying to assist whilst this role is vacant. b. Councillor N Gardiner advised a planning map has been prepared for signage for Swindon Street and the 20mph speed limit for the High Street has been put on a priority list; he will see if the one way implementation for the High Street could also be incorporated. Councillor J Murphy believes in the 20mph policy monitoring equipment will need to be put in place. Councillor N Gardiner will follow this up.	NG NG
58	ACCOUNTS: a. The Accounts listed on pages F.115 to F.129 were accepted and the payments of Bills were duly authorised.	

	<p>b. RESOLVED to approve the virement of £7239.54 from 4770/370 Play Areas to EMR 330 All Weather Sports Pitch and £7239.54 RR401 Playing Pitches to EMR 326 New Play Equipment. Voting was unanimous and the Resolution was duly carried.</p>	DR
59	<p>MARKET REPORT:</p> <p>The Market Manager gave a report on the Saturday Market. The fruit and vegetable stall vendor has been absent due to an operation. The problem of parked cars left in the car park on Saturday mornings is still happening. Signage has been discussed with the Town Clerk; however several councillors are investigating parking charges where people could potentially pay to park their vehicle after a certain amount of time.</p> <p>He is trying to find somebody to cover the absence of the fruit and vegetable stall until their likely return in May 2024, although the last time this happened before Christmas, he was unable to find anybody prepared to cover, plenty of people would take the pitch over permanently but were not interested in the investment to cover.</p> <p>RESOLVED by Councillors to purchase new Highworth Town Council (HTC) branded cones to block off the car park whilst market traders are packing away.</p> <p>RESOLVED by Councillors to give temporary authority for the Market Manager to duplicate products sold at the Market if stall holders are not willing to stay until early afternoon; he is to make contact with the stall holder and if they are not able to do so another trader selling the same goods will be permitted to attend. Voting was unanimous and the Resolution was duly carried.</p> <p>Reviewing the Market Rules and Regulations is to be a future agenda item.</p>	<p>DR</p> <p>RW</p> <p>DR</p>
60	<p>TOWN TRAIL APP:</p> <p>RESOLVED by Councillor I Durnin-Duffy, Seconded by Councillor K Saunders to approve the purchase of a Town Trail app, to be funded through S106 RR402 Public Realm and RR405 CIL. Voting was unanimous and the Resolution was duly carried.</p> <p>Councillor A Houghton requested he attends the training on the App.</p> <p>Councillor N Gardiner will also attend and record to enable others to view at a later date.</p>	<p>AH</p> <p>NG</p>
61	<p>BT TELEPHONE KIOSK:</p> <p>The Town Clerk advised that the BT Telephone kiosk located on Grove Hill is now an asset of Highworth Town Council. The British Heart Foundation have supplied a defibrillator and Harman Electrical have installed it free of charge; we are awaiting a new case with a number lock to make this secure.</p> <p>Councillor N Gardiner is to investigate a restorative grant through Heritage England and report back to the Committee.</p> <p>Councillor J Murphy will assist with planning if it is decided to change the wording on the Telephone kiosk from Telephone to Defibrillator.</p>	<p>NG</p> <p>JM</p>
62	<p>MEMBERS BUSINESS:</p> <p><u>Councillor K Saunders:</u> Kier who assisted with the Thames Pipeline had an open day today at the Community Centre. They have artifacts that were excavated and would like to come out and do a talk, the details have been passed to Highworth Historical Society.</p>	

	<u>Councillor A Houghton:</u> More hoops are required for the community litter pick event, a key to access the building and an appropriate place to keep all the equipment.	DR
	<u>Councillor I Durin-Duffy:</u> It is great to see the Church wall repairs have begun.	
Meeting Closed 8.01PM		

Signed:

Date: