

# LYDNEY TOWN COUNCIL

## FINANCE AND SCRUTINY COMMITTEE – 03/11/2025 **DRAFT**

Minutes of the Meeting held in the Council Chambers, Claremont House, High Street Lydney on Monday 3<sup>rd</sup> November 2025 at 6.00pm

**Present:** Councillors R Holmes (Chair), C Harris, M Jones and T Saunders

**Also in** M Greenfield - Town Clerk

**Attendance:** L Bendall - Assistant Clerk (Minute Taker)

There were no members of the public present

Cllr R Holmes gave the usual 'housekeeping' announcements.

### Open Forum

No items raised

1.	<b><u>APOLOGIES</u></b>
	Apologies were received and noted from Cllrs Cave, Johns and S Holmes
2.	<b><u>DECLARATIONS OF INTEREST</u></b>
	To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with Lydney Town Council's current Code of Conduct in respect of Members. Cllr Saunders declared a non-pecuniary interest in Agenda Item 5 (i) relating to Service Level Agreement for Lydney Town Hall.
3.	<b><u>MINUTES OF PREVIOUS MEETING</u></b>
	Chair proposed that the minutes of the meeting held on Monday 16 <sup>th</sup> June 2025 be accepted as read and correct. <b>Resolved: Majority Approved</b>
4.	<b><u>GRANT APPLICATIONS</u></b>
	To consider and decide on the following grant applications received:  The Committee was requested to consider applications for a grant, these had all been circulated along with a copy of the Council's Grants Policy Guidance Sheet.
(i)	<b><u>Listening Post</u></b> To equip/furnish the new counselling Centre on Lydney High Street to support adults in need living in Lydney. Requested: £900.00 It was proposed and seconded that the grant application be approved. <b>Decision: Resolved Majority Approved</b>

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(ii)	<p><u>Gloucestershire Army Cadet Force</u>          To purchase sports equipment, cadet boots, compasses and maps.          Requested: £500.00          It was proposed and seconded that the grant application be approved.  <b>Decision: Resolved Majority Approved</b></p>
5.	<p><b><u>SERVICE LEVEL AGREEMENTS</u></b></p>
(i) (ii)	<p>To consider Service Level Agreements for          Lydney Town Hall          Lydney Community Centre          Clerk advised the committee that the current Service Level Agreements (SLAs) for Lydney Town Hall and Lydney Community Centre will finish at the end of the financial year, 31<sup>st</sup> March 2026.          Following discussion, it was proposed and seconded for the Finance &amp; Scrutiny Committee to develop new SLA criteria and present to Full Council to review and approve for 2026/2027.  <b>Resolved: Unanimously Approved</b></p>
6.	<p><b><u>MONITORING &amp; EVALUATION FORMS</u></b></p>
(i)	<p>To note monitoring and evaluation forms received from:          Lydney Town Band          Noted</p>
7.	<p><b><u>COUNCILLORS REPORTS</u></b></p>
	<p>To note <i>URGENT</i> Councillors Reports on matters within the remit of this Committee.          Cllr Saunders requested that officers review all grant application forms received to ensure that all required information has been provided.           Monitoring &amp; Evaluation Forms were discussed.</p>
8.	<p><b><u>CORRESPONDENCE</u></b></p>
	<p>To note correspondence received and answered and to agree responses, as appropriate          No correspondence received</p>
9.	<p><b><u>DRAFT FINANCE &amp; SCRUTINY BUDGET</u></b></p>
	<p>To receive and consider the Draft Finance &amp; Scrutiny Budget for the financial year 2026/27.          Following review, it was agreed for the following adjustments to the Finance &amp; Scrutiny Budget for 2026/27 be made:</p> <ul style="list-style-type: none"> <li>• Grants &amp; Donations Budget be set at £15,000</li> <li>• Youth Grant be set at £5,000</li> <li>• Service Level Agreements budget be set at £20,000</li> <li>• Youth Work be set at £2,500</li> </ul>

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10.	<b><u>FUTURE BUSINESS</u></b>
	<ul style="list-style-type: none"> <li>• Finance &amp; Scrutiny Committee to establish Service Level Agreement (SLA) criteria, which will be presented to Council for approval.</li> <li>• The Grants Policy and associated wording to be reviewed with the aim of promoting Youth Grants. Draft documents to be considered for approval at the February Finance &amp; Scrutiny Committee meeting.</li> <li>• Maximum grant levels to be reviewed and considered.</li> </ul>
11.	<b><u>DATE OF THE NEXT MEETING</u></b>
	Monday 23 <sup>rd</sup> February 2026 at 7pm to be held at the Council Chambers
	The meeting closed at 7.17pm

Chair .....

Date .....