MINUTES OF THE FINANCE MEETING HELD ON THURSDAY
14TH NOVEMBER 2019

PRESENT

IN ATTENDANCE
Zoë Dean – Town Centre Manager/Assistant Town Clerk

1. Apologies
   Cllr Broders – work commitment
   Cllr Hamlyn – travel commitment

2. Declarations of interest
   None received.

3. Minutes
   After a proposal from Cllr Duffy, seconded by Cllr Sinnott,
   It was FIN/56/1920 RESOLVED to accept the minutes of the Finance Committee
   meeting held on 10TH October 2019 and sign as an accurate record of that meeting.

4. Public Participation
   No members of the public present.

5. Finance Committee Resolution Register
   No changes had been made to the resolution register.

6. Accounts
   The Chairman noted that due to budgetary commitments, the accounts for month 7
   would be presented at the November Full Council meeting.

7. Monthly Purchase Ledger, BACS and Cheque Payments
   Delayed due to budgetary commitments.

8. Petty Cash
   None to be signed off.

9. Credit Council Card
   The Chairman asked about the payment for the fridge, it was clarified that the fridge was
   for the bar.
   After a proposal from Cllr Martin, seconded by Cllr Shepherd,
   It was FIN/57/1920 RESOLVED that the Chair sign and accept the record.

10. Whitchurch Brochure
    Information on the new Whitchurch brochure had been supplied by Dr Raynes.
    Committee concurred that the brochure looked good but questioned the sustainability of
paper and expressed concerns that information from The Gossip Magazine would be
duplicated and not enough background information had been received.
After a proposal by Cllr Shepheard, seconded by Cllr Martin,
It was **FIN/58/1920 RESOLVED** to not support the brochure financially.

11. Stage Area Testing
The Town Centre Manager updated the committee on the stage area testing, four
companies had been approached to quote for the remedial work based on the report. Not
all of the quotations had been received so a definite course of action could not yet be
determined. There was a possibility of setting up a working group in order to plan the
work but with the Christmas pantomime time pressures this would not be possible. TCM
to speak to the pantomime company to ascertain whether the pantomime can go ahead
with the stage in its current state. With regards to the electrical survey, contact Barlows
to ascertain the price and scale of electrical works required.
It was noted that committee could not make a decision at this meeting and all quotes,
once received, would be sent to Full Council.

12. Virement Report
No virements.

13. Jubilee Park – Pest Control
After a proposal from Cllr Chesters, seconded by Cllr Sinnott,
It was **FIN/59/1920 RESOLVED** to appoint CPC to undertake the annual pest control
contract at a cost of £170+ VAT per quarter.

14. Jubilee Park – Goal Posts
An offer to match fund the new goalposts in Jubilee Park had been received from the
Rotary Club, through funeral donations for Sam Eccleston.
After a proposal from Cllr Duffy, seconded by Cllr Sinnott.
It was **FIN/60/1920 RESOLVED** to accept the 50% match funding offer.

15. WMP Grant Request
The Police & Crime Commissioner is holding a Q&A session on 13th December at
Whitchurch Civic Centre.
After a proposal from Cllr Sinnott, seconded by Cllr Duffy,
It was **FIN/61/1920 RESOLVED** to offer free room hire for this event.

16. Council Van
Bearing in mind the current economic climate,
After a proposal from Cllr Chesters, seconded by Cllr Shepherd,
It was **FIN/62/1920 RESOLVED** to repair the Council van, budgeting for a new one next
year.

17. Confidential Business
After a proposal from Cllr Sinnott, seconded by Cllr Shepherd,
It was **FIN/63/1920 RESOLVED** to move into confidential session.
The following two items were swapped:

18. Casual Staff
Committee noted that the Civic Centre staff levels had suffered due to the loss of a
Shropshire Council team member on Thursday and Fridays and injury of a Town Council
hub staff member. Committee also noted that this was an item which had been previously
budgeted for.
After a proposal from Cllr Duffy, seconded by Cllr Shepherd,
It was FIN/64/1920 RESOLVED to use the current budget for temporary staff.

At this point the Zoë Dean left the meeting (8pm).

19. Request for Deputisation Pay
After a proposal from Cllr Sinnott, seconded by Cllr Chesters,
It was FIN/64/1920 RESOLVED to use SCP 30 (new scale) for Acting Up purposes which would be reviewed after four weeks.

At this point the Town Centre Manager re-joined the meeting.

Following a proposal from Cllr Chesters, seconded by Cllr Shepherd,
It was FIN/65/1920 RESOLVED to add an emergency item to the agenda.

20. Security
There had been issues with the Town Centre CCTV.
After a proposal from Cllr Shepherd, seconded by Cllr Chesters,
It was FIN/66/1920 RESOLVED to pay for 10 hours of additional work to expedite the issue, referring back to committee afterwards, if necessary.

The meeting closed at 8.10pm.

Chairman................................................................. Date............................................