

Whitchurch Town Council

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FINANCE COMMITTEE

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 12th DECEMBER 2019

PRESENT

Cllrs: A. Chesters, B. Duffy, S. Hamlyn, J. Martin, J. Sinnott & R. Shepherd.

IN ATTENDANCE

Cllr A. Hall & Cllr S. Radford

Zoë Dean – Town Centre Manager/Assistant Town Clerk

Cllr Hamlyn asked Cllr Hall to leave the table and sit in the public gallery or the whole committee would leave the meeting and make it not quorate. Cllr Chesters noted that he was against this as Chair.

APL
JH
rest of the
Cllrs: Hamlyn
Duffy
Shepherd
Martin

1. Apologies

Cllr Broders – work commitment

2. Declarations of interest

None received.

3. Minutes

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy,
It was **FIN/67/1920 RESOLVED** to accept the minutes of the Finance Committee meeting held on 14th November 2019 and sign as an accurate record of that meeting.

4. Public Participation

After a proposal from Cllr Martin, seconded by Cllr Hamlyn,
It was **FIN/68/1920 RESOLVED** to suspend Standing Orders for the purpose of public participation.

Cllr A. Hall asked whether the youth funding had been added to the budget.

After a proposal from Cllr Sinnott, seconded by Cllr Duffy,
It was **FIN/69/1920 RESOLVED** to reinstate Standing Orders.

5. Accounts

After a proposal from Cllr Martin, seconded by Cllr Duffy,
It was **FIN/70/1920 RESOLVED** to accept Month 7 accounts as presented.
The accounts were duly signed by the Chair

6. Monthly Purchase Ledger, BACS and Cheque Payments

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy,
It was **FIN/71/1920 RESOLVED** to accept the payments, which were signed by the Chair.
The Chairman noted the accounts were running one month behind due to budget preparations.

7. Petty Cash Account

None to be signed off.

8. Council Credit Card

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy,

Signature: *APL*

It was **FIN/72/1920 RESOLVED** that the credit card payments were approved.

9. Councillor Internal Audit Review

After a proposal from Cllr Chesters, seconded by Cllr Duffy,
It was **FIN/73/1920 RESOLVED** to accept the councillor internal audit.

10. 2019 Actuarial Valuation Report

The updated pensions information was received and there was no chance of an appeal due to the number of employees now in the pension scheme.
After a proposal from Cllr Sinnott, seconded by Cllr Martin,
It was **FIN/74/1920 RESOLVED** to accept the report.

11. Sports Hall Lighting

It was noted that quotes were required in order to prepare the information for the Cultural & Civic Centre Committee.

After a proposal from Cllr Sinnott, seconded by Cllr Hamlyn,
It was **FIN/75/1920 RESOLVED** that ~~Cllr Sinnott~~ go ahead for quotes, taking the project back to the Cultural & Civic Centre Committee. *v officers JR*

12. Budget Setting 2020/2021

Committee discussed the budget in detail, which currently sat at a 20% increase.
Committee noted that it was awaiting information regarding CIL and the final figures from Shropshire Council.

206/4036: Heritage Maintenance, reduce to £5,000

201/4011: Rates and BID levy subject to change

Recommendation to Full Council: A potential saving would be to remove the grant scheme for one year (£8,000 saving)

109/4903: New Christmas lights, currently in a good position, money needed for repairs and/or one new festoon next year reduce to £2,500.

109/4910: £50K for Civic Centre to remain in budget pending information from CIL

203/4077: Remove £4,000

More information required on electricity costs and whether this budget could be reduced.

It was agreed to send a revised copy of the budget to all members on Monday 16/12/19, highlighting the options that were not yet finalised, along with committee comments for December's Full Council.

13. Confidential Business

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy,
It was **FIN/76/1920 RESOLVED** to move into Confidential Session.

14. Staff Salaries

a) To review the Acting Up arrangement

After a proposal from Cllr Chesters, seconded by Cllr Sinnott,
It was **FIN/77/1920 RESOLVED** to continue in current form until we know more on the health of the Clerk. *JR*

b) To receive a request for a temporary increase in hours from the Accounts Officer. *(6 x Wednesdays)*

After a proposal from Cllr Hamlyn, seconded by Cllr Sinnott,
It was **FIN/78/1920 RESOLVED** to accept the request.

The meeting closed at 8.30pm.

Chairman..... *MBS* Date..... *9. 1. 2020*

Signature: *JR*