

# Whitchurch Town Council

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## Finance Committee

### Minutes of the Virtual Finance Committee held on Thursday 11<sup>th</sup> June 2020 via Zoom

Committee confirmed their recording of the meeting. No-one else declared to the Committee, as requested, that they were recording the meeting.

#### Present:

Councillors Bev Duffy, Simon Hamlyn, John Sinnott, Alan Chesters, John Martin

#### 1. Apologies

No apologies were received.

#### 2. Declarations of Interest

No interests were declared.

#### 3. Minutes

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy, it was **FIN/01/2021 RESOLVED** to sign and accept the minutes as an accurate recording of the Finance Committee meeting held on 12<sup>th</sup> March 2020.

The Clerk reported that she had spoken to Shropshire Council Pension Fund to request an extension, but was informed that an extension could not be given because a Panel Meeting to assess the Funding Strategy Statement had already been set.

#### 4. Public Participation

After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **FIN/02/2021 RESOLVED** to suspend Standing Orders to invite the public to make representations and ask questions.

The member of the public did not want to make comment or ask questions.

After a proposal by Cllr Duffy, seconded by Cllr Chesters, it was **FIN/03/2021 RESOLVED** to reinstate Standing Orders.

#### 5. Accounts

After a proposal by Cllr Sinnott, seconded by Cllr Hamlyn, it was **FIN/04/2021 RESOLVED** to accept Month 1 & 2 accounts, noting funds available as £521,109. The Chairman reported that there was a working surplus of approximately £14,000 at end of year, which showed good budgeting and good working practices. The Clerk was requested to look into the Heritage Centre electricity payment.

**6. Monthly Purchase Ledger, BACS and Cheque Payments**

After a proposal by Cllr Sinnott, seconded by Cllr Martin, it was **FIN/05/2021**

**RESOLVED** to receive and sign the total monthly purchase ledger for:

May 2020, BACS and manual cheque payments noting total payments for Whitchurch Town Council Account Cash Book 1 = £86,003.01 and for TSB Petty Cash & Credit Card Account, Cash Book 2 = £269.48, total payments all cash books May 2020 = £86,272.49 and:

April 2020, BACS and manual cheque payments noting total payments for Whitchurch Town Council Account Cash Book 1 = £36,711.19 and for TSB Petty Cash & Credit Card Account, Cash Book 2 = £2,645.99. total payments for all cash books April 2020 = £39,357.18 and:

March 2020, BACS and manual cheque payments noting total payments for Whitchurch Town Council Account Cash Book 1 = 47,011.53 and for TSB Petty Cash & Credit Card Account, Cash Book 2 = £287.63, total payments for all cash books March 2020 = £47,299.16

**7. Council Credit Card**

After a proposal by Cllr Duffy, seconded by Cllr Hamlyn, it was **FIN/06/2021**

**RESOLVED** to receive the credit card payment record for February, March & April/May 2020 and duly sign as an accurate record, noting the following totals:

February 2020 = £2,645.99

March 2020 = £269.48

April & May 2020 = £1,359.89

**8. Councillor Internal Audit**

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy, it was **FIN/07/2021** **RESOLVED** to receive and note the quarterly internal audit for Oct-Dec 2019 completed by Cllr John Martin in March 2020.

**9. Home Working Items**

After a proposal from Cllr Duffy, seconded by Cllr Martin, it was **FIN/08/2021**

**RESOLVED** to receive the list of items purchased to enable home working during the COVID-19 pandemic and subsequent lockdown and Committee ratified the decision to purchase these items.

**10. Solar Farm Income**

After a proposal from Cllr Sinnott, seconded by Cllr Hamlyn, it was **FIN/09/2021**

**RESOLVED** to receive and note the income from Light Source Solar Farm and where the grants had been awarded. Committee requested a column be added to include the income from the Civic Centre Feed In Tariff from the solar panels on the market hall roof.

**11. Mayor's Allowance**

Refer to previous resolution.

**12. Confidential Business**

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy, it was **FIN/10/2021 RESOLVED** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

**13. Insurance Claim**

The Town Clerk provided a verbal report to Committee on a recent insurance claimed received, reporting that the matter had been referred to the Council’s insurance company to deal with.

**14. Solicitors Fees**

The Town Clerk informed Committee that Hibbert’s Solicitors had been requested to act on behalf of the Council regarding a contract issue.

- a. After a proposal from Cllr Hamlyn, seconded by Cllr Sinnott, it was **FIN/11/2021 RESOLVED** to transfer £700 for Hibbert’s Solicitors LLP to hold on account.
- b. After a proposal from Cllr Hamlyn, seconded by Cllr Martin, it was **FIN/12/2021 RESOLVED** to ratify the approved payment for Aaron Partnership, Solicitors, for the sum of £1,200.

Meeting closed 1928

Chairman: .....

Date: .....