

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX

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FINANCE COMMITTEE

The Councillors listed below are summoned to attend the above meeting which will be held on **Thursday 14th November 2019** at the **CIVIC CENTRE, Edward German Room**, Whitchurch commencing at **7:00pm**.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Date of Notice: 8th November 2019

A handwritten signature in black ink, appearing to read 'Nicola Young'.

Nicola Young
Town Clerk

Councillors: A Chesters, L Broders, S Hamlyn, R Shepherd, B Duffy, J Martin, J Sinnott

AGENDA

Whitchurch Town Council audio records the meetings, if anyone is personally recording the meeting please can they declare this for the minutes.

1. APOLOGIES

To receive any apologies and reasons for absence

2. DECLARATION OF INTEREST

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any item on the agenda for the meeting.

3. MINUTES

To confirm the minutes of the Finance Committee meeting held on **10th October 2019** and sign as an accurate record of that meeting (copy attached).

4. PUBLIC PARTICIPATION

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility.

The Chairman will at this point, suspend Standing Orders to allow any members of the public to address the meeting and reinstate Standing Orders to conclude the public session.

5. FINANCE COMMITTEE RESOLUTION REGISTER

To receive the most up to date copy of the Finance Committee Resolution Register.

6. ACCOUNTS

Unfortunately, Month 7 accounts are not available for the Committee meeting, but will be put before full council on 21st November 2019.

7. MONTHLY PURCHASE LEDGER, BACS AND CHEQUE PAYMENTS

To receive and sign the total monthly purchase ledger, BACS and manual cheque payments.

8. PETTY CASH ACCOUNT

To receive and sign the petty cash account ledger.

9. COUNCIL CREDIT CARD

To receive the Credit Card Payments record and duly sign.

10. WHITCHURCH BROCHURE

To receive a request for sponsorship for the new Whitchurch Brochure, with updated information as requested at the previous meeting. Committee are requested to make a decision whether to provide sponsorship funding for the brochure.

11. STAGE AREA TESTING

In accordance with Financial Regulations paragraph 18.2, Committee are requested to suspend the authority to spend and virement thresholds, paragraph 4, in order to give authority to expedite the emergency stage work.

Committee are requested to consider a virement from current capital projects for Sound (£10,000) and Lighting (£10,000) of £15,000 to pay for the emergency work on the stage or to approve the funds be taken from Project Reserve. The amount is above the threshold the Committee can authorise, but to expedite matters in an urgent matter Committee are requested to agree and make this recommendation to full Council.

12. VIREMENT REPORT

To receive and sign the latest Virement Report.

13. JUBILEE PARK – PEST CONTROL

Committee are requested to agree a contract with Complete Pest Control to provide maintenance pest control for Jubilee Park, as per attached quote.

14. JUBILEE PARK – GOAL POSTS

Committee are requested to agree to provide 50% match funding to purchase new goalposts for Jubilee Park, with the offer from Whitchurch Rotary Club.

15. WMP GRANT REQUEST

To consider a grant request to cover room hire for a West Mercia Police community safety event in the Civic Centre.

16. COUNCIL VAN

Committee are requested to authorise the sum of £953.96+VAT, payment for 2 x injectors for the council van. Previously 2 of the 4 injectors have already been replaced, therefore the Clerk makes the recommendation to replace the further 2 x injectors to enable the van to be roadworthy. Committee may wish to include a budget for the 2020-2021 budget to purchase a second-hand replacement van.

17. CONFIDENTIAL BUSINESS

To resolve 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.

18. REQUEST FOR DEPUTISATION PAY

To receive a request for deputisation pay.

19. CASUAL STAFF

Committee are requested to consider payment of a casual member of staff to help with the Community Hub work, including answering telephones, taking room books, recording fault reports and selling tickets.