

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.whitchurchcouncil.uk

email: clerk@whitchurchcouncil.uk

Finance Committee

Minutes of the Virtual Finance Committee held on Thursday 9th July 2020 via Zoom

Committee confirmed their recording of the meeting.

Mr Hall requested to record the meeting via Zoom application.

Present:

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

15. Apologies

None received

16. Declarations of Interest

No interests were declared.

17. Minutes

After a proposal from Cllr Chesters, seconded by Cllr Hamlyn, it was **FIN/13/2021 RESOLVED** to sign and accept the minutes as an accurate recording of the Finance Committee meeting held on 11th June 2020.

18. Public Participation

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **FIN/14/2021 RESOLVED** to suspend Standing Orders to invite the public to make representations and ask questions.

The member of the public raised the following matters:

- Internal Auditor's Report – namely the grounds maintenance contract and staff resource issues
- Christmas lights – standardisation of quotes
- Bar Franchise
- Grounds maintenance tender
- Legal costs:
 - Two payments authorised within Confidential section of 11th June Finance Committee meeting to solicitors, Hibberts LLP and Aaron Partners
 - Recent payment of £600+VAT for contract advice

The Chairman of Finance Committee stated that the questions would not be answered at the meeting and the member of the public was requested to submit them in writing to the Clerk and the questions could then be answered by the appropriate authority.

After a proposal by Cllr Martin, seconded by Cllr Chesters, it was **FIN/15/2021 RESOLVED** to reinstate Standing Orders.

19. Accounts

After a proposal by Cllr Chesters, seconded by Cllr Hamlyn, it was **FIN/16/2021 RESOLVED** to accept Month 3 accounts, noting funds available as £475,893.00..

20. Monthly Purchase Ledger, BACS and Cheque Payments

After a proposal by Cllr Hamlyn, seconded by Cllr Martin, it was **FIN/17/2021 RESOLVED** to receive and sign the total monthly purchase ledger for: June 2020, Cash Book 1 totalling £62,522.29 and Cash Book 2 totalling £1,359.89 giving Total Payments All Cashbooks as £63,882.18.

21. Council Credit Card

After a proposal by Cllr Duffy, seconded by Cllr Hamlyn, it was **FIN/18/2021 RESOLVED** to receive the credit card payment record for June 2020 and duly sign as an accurate record, noting the total payments as £893.48.

22. Internal Auditor's Report

After a proposal from Cllr Duffy, seconded by Cllr Sinnott, it was **FIN/19/2021 RESOLVED** to undertake a detailed review of the Internal Auditor's Report.

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **FIN/20/2021 RESOLVED** to hold a Working Group meeting to discuss Items 22, 23, 24 and 25, on this Agenda, in more detail and for the group to report back to the meeting in September 2020. The Working Group meeting will take place on an agreed date.

23. Review 2020-2021 Budget

Refer to previous resolution.

24. Earmarked Reserves

Refer to previous resolution.

25. Doubtful Debts

Refer to previous resolution.

26. iCloud Back-Up for Server

After a proposal from Cllr Hamlyn, seconded by Cllr Duffy, it was **FIN/21/2021 RESOLVED** to accept the recommendation from the report and use Galaxy IT Services to provide the daily back-up of Council computers to iCloud.

27. Civic Centre Broadband

The Committee agreed that a secure fast connection and an individual IP address was needed for the Civic Centre. The Committee stated the right provider needed to be found which provided the best service for the cost. A recommendation report will be taken to Committee in September.

28. Bank Signatories

After a proposal from Cllr Shepherd, seconded by Cllr Chesters, it was **FIN/22/2021 RESOLVED** that no further bank signatories were required at the moment.

29. Annual Payment to the Museum

The Committee duly noted the annual allocation of £5,000 has been paid to Whitchurch Museum & Archives.

30. Confidential Business

After a proposal from Cllr Chesters, seconded by Cllr Duffy, it was **FIN/23/2021 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.

31. Review Fire Alarm System Service Contract

The Town Clerk was delegated to negotiate with the current supplier the terms as proposed.

Meeting closed 1945

Chairman:

Date: