

Whitchurch Town Council

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FINANCE COMMITTEE

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD BY ZOOM ON THURSDAY 11th FEBRUARY 2021 COMMENCING AT 7pm

Present: Cllrs: A. Chesters, B. Duffy, J. Sinnott and J. Martin.

The Chair advised that the meeting was being recorded and asked for confirmation if anyone else was recording. It was confirmed that no one was recording.

In Attendance:

Zoë Dean – Acting Town Clerk

109. Apologies

Cllr S. Hamlyn – Work commitment

110. Declarations of Interest

No declarations of interest were received.

111. Minutes

Following a proposal from Cllr Duffy, seconded by Cllr Sinnott, It was **FIN/96/2021 RESOLVED** that the minutes of the meeting held 14th January 2021 were an accurate record of that meeting. The Chair to sign the minutes for return to the Council offices.

Cllr Sinnott asked a question about the solar panel income. The Chairman informed the committee that the Town Council was owed backdated payments from up-to-date meter readings. Committee noted that the contact details for managing the solar account had also been updated this week.

112. Public Participation

No members of the public were present.

113. Accounts Month 10

The Chairman advised that the accounts were in a healthy position, noting that 'Casual Labour' needed to be tidied up into 'Wages' because this expenditure was no longer casual.

Following a proposal from Cllr Chesters, seconded by Cllr Duffy,

It was **FIN/97/2021 RESOLVED** to vire the casual labour costs to 4001 admin.

Following a proposal from Cllr Chesters, seconded by Cllr Martin,

It was **FIN98/2021/RESOLVED** to accept and sign the accounts for Month 10, as presented.

Chairman to sign the accounts and return to the office.

114. Monthly Purchase Ledger, BACS and Cheque Payments

Cllr Martin noted that he had arranged to undertake his audit checks on 22nd February 2021.

Following a proposal by Cllr Chesters seconded by Cllr Duffy,

It was **FIN/99/2021 RESOLVED** to accept and sign the Purchase Ledger, BACS and cheque payments for Month 10, as presented.

115. Council Credit Card

The committee asked if the credit card had been updated, this was still being worked on.

Following a proposal by Cllr Chesters, seconded by Cllr Martin,

It was **FIN/100/2021 RESOLVED** to accept and sign the credit card payments record, as presented.

116. Van Insurance

The committee noted that the insurance renewal was the same price as last year. Following a proposal from Cllr Chesters, seconded by Cllr Duffy, It was **FIN/101/2021 RESOLVED** to leave the van insurance terms to be negotiated with Zurich Municipal by office staff, allowing staff to renew at a suitable price.

117. Water Plus Update

The committee noted that once costs had been resolved, to work on library use and recharge as appropriate, to be accompanied by a separate report.

Following a proposal from Cllr Chesters, seconded by Cllr Duffy, It was **FIN/102/2021 RESOLVED** to accept the Water Plus Report.

118. Bad Debts

a) To receive correspondence from Shropshire Council regarding an update on the Community Hub SLA.

Following a proposal from Cllr Chesters, seconded by Cllr Martin, It was **FIN/103/2021 RESOLVED** to thank Shropshire Council for payments received to date, requesting that back payments for previous years 15/16 & 16/17, at the new rate of £2,000 per annum, are paid.

b) To agree to write of the bad debts as per the report.

After a proposal from Cllr Chesters, seconded by Cllr Sinnott, It was **FIN/104/2021 RESOLVED** to agree to write off the debts from the attached report, apart from the Shropshire Council invoices.

119. Confidential Business

There was none.

The meeting closed at 19:24.

Signed

Date