

WEST MOORS TOWN COUNCIL

MINUTES of the **FINANCE & GENERAL PURPOSES COMMITTEE** held on **THURSDAY 10th MARCH 2022** in St Anthony's Church Hall, Pinehurst Road at 7.30pm.

PRESENT: Cllr Mrs P Yeo - Chair
 Cllr A Clarke Cllr M Hawkes Cllr Mrs C Holmes
 Cllr Mrs N Senior Cllr C Way

OTHERS PRESENT: Mrs Judi Weedon (Clerk)
 1 Member of the Public

APOLOGIES: Cllr K Wilkes

Absent without Apologies: Cllr D Shortell

21/317 QUESTIONS FROM MEMBERS OF THE PUBLIC
 None

21/318 DECLARATIONS OF INTEREST/DISPENSATIONS
 None

21/319 TO RECEIVE THE CLERK'S REPORT

- a. The National Pay Award for 2021/22 has been finalised at 1.75%: This will be backdated and paid in March.
- b. Outstanding payment for football fees since November 21 of £58 from Tower Park FC has been chased on numerous occasions, the club is now banned from using the Council facilities and the £58 will be written off.

21/320 TO RECEIVE FINANCIAL INFORMATION

- a. Members received bank reconciliations up to 28th February 2022, as attached on page 2840 of the minutes.
- b. Internal Controls: Members received income reports for January and February. Bank statements and petty cash up to 28th February 2022 have been inspected and checked by the Chair, Cllr Mrs P Yeo.
- c. CCLA – A dividend received at the end of January was for £1,244.08

21/321 ACCOUNTS FOR PAYMENT
 It was
RESOLVED that the accounts for payment be approved as attached on page 2841 of the minutes. Cllr's Way and Hawkes to authorise the electronic payments.
Voting: Unanimous

21/322 INTERNAL AUDIT REPORT
 Members reviewed the comments and recommendations from the internal auditor in regard to Cyber security cover and possible investment accounts available for town councils at 3 building societies.
 Members requested that the Clerk investigate cyber insurance cover and report back to next meeting.
 Cllr Mrs P Yeo reported that prior to the meeting both the clerk and herself had investigated the possible investment accounts that the internal auditor had specified and concluded that at this time they offered no significant advantage.
 It was agreed that regular reviews of returns offered on different accounts would be beneficial.
 The report from the internal auditor was noted.

21/323 ANNUAL INVESTMENT STRATEGY

Members reviewed the annual investment strategy.

Members felt that the inclusion of a line to review investment opportunities would be appropriate. After discussion it was

RESOLVED that the Investment Strategy for 2022/23 be approved with the following amendments:

2.4 The Ministry for Housing, Communities and Local Government be changed to Department for Levelling Up, Housing and Communities.

3.2 inclusion of 'Investment opportunities to be reviewed regularly to identify any suitable investments accounts on offer'

Voting: Unanimous

21/324 GRANT APPLICATIONS

Before members discussed the grant request they were informed that all grants approved would be from the 2022/23 budget.

a) Oakhurst Community First School:

Members considered a grant request for £500 to assist with costs for an outdoor (Forest School) classroom roof. A representative for the school attended the meeting to explain the need for the Forest School, and what they hope to achieve for the children during these sessions.

After listening to the representative, it was

RESOLVED that Oakhurst Community First School be awarded £500 from the 2022/23 grant budget for help with completing the forest school roof.

Voting: Unanimous

b) St. Martin's United Reformed Church:

Members considered a grant request for £500 for costs towards kitchen refit in church hall. Members felt that this church did a lot for the community, and this would help them to continue and improve services.

After discussion it was

RESOLVED that the St. Martin's United Reformed Church be awarded £500 from the 2022/23 grant budget to help toward the kitchen refit.

Voting: Unanimous

c) West Moors Townswomen's Guild:

Members considered a grant request for £150 to assist with the running of the group. Members felt that such groups were an advantage to many women and in recognition of International Women's Day it was

RESOLVED that the West Moors Townswomen's Guild be awarded £150 from the 2022/23 budget.

Voting: unanimous

21/325 CORRESPONDENCE

None

21/326 STAFF MATTERS

Members received:

a) Sickness Report: The contents were noted

b) Overtime Report: The contents were noted

c) Communications Officer appointment – The post is currently being advertised, with a closing date of the 18th March

The Chair declared the meeting closed at 20:07hrs

The next meeting of the Finance and General-Purpose Committee is scheduled for
26th May 2022 at 19.30hrs

SIGNED DATE
Chair of Finance and General-Purpose Committee

West Moors Town Council

Bank reconciliation as at 28.02.22

Amount in bank as at 31/01/22	£206,793.17
Income during February	£2,735.64
Expenditure during February	£9,844.38
Amount in bank as at 28/02/22	£199,684.43

Bank Reconciliation as at 28/02/22

Current	£6,213.78
Deposit	£168,407.67
CCLA PSDA	£25,000.00
Petty cash	£62.98

£199,684.43

Less outstanding payments	£0.00
Plus unpresented receipts	£0.00

Total amount held in accounts £199,684.43

Long Term Investment:

CCLA Property Fund	£127,104.00
(nominal as at 31.03.21)	

Outstanding Loan Amount

Public Works Loan	(£50,824.77)
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