

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 9 MARCH 2023 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Ann Duke
Councillor Peter Harman
Councillor Maurice Weet

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO
x1 member of the public

ABSENT: Councillor Jay Shah.

437/22-23. ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.

The Chairman explained the arrangements and constraints relating to the filming or recording of the meeting.

438/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was submitted by Councillor Emma Ben Moussa, due to medical reasons.

An apology for absence was submitted by Councillor Sue Butterfill, due to other commitments.

Recommended: That the reasons for absence, for the Councillors listed, be formally accepted, and approved.

439/22-23. SUBSTITUTES.

There were none.

440/22-23. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

441/22-23. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

The Town Clerk advised Members that it had been necessary to close the Church Road Hall due to numerous leaks in the roof and that this would be reported in to the next Recreation, Leisure and Amenities Committee in more detail.

442/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12 JANUARY 2023.

Recommended: That the Minutes of the meeting held on 12 January 2023 were confirmed and signed as a true record.

443/22-23. MONTHLY BANK RECONCILIATIONS.

In accordance with Financial Regulation 2.2 a member of the council other than the Town Mayor or a cheque signatory is required to be appointed to verify the bank reconciliations produced by the RFO for all the council's accounts on a regular basis. Councillor Ann Duke was appointed (minute 31/22-23).

Recommended: That the bank reconciliations for February 2023 be noted.

444/22-23. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken for January and February 2023

Recommended: That the bank transfers undertaken for January and February 2023 be approved.

445/22-23. TO RECEIVE FINANCE STATEMENTS AND PASS ACCOUNTS FOR PAYMENT.

In accordance with Financial Regulation 5.5 (a) Members were provided with details of all receipts and payments for authorisation for January and February 2023.

Recommended: That the receipts and payments for January and February 2023, as per the annexed list, be approved.

446/22-23. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 28 February 2023.

Recommended: That the summary of accounts to 28 February 2023 be noted.

TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S (RFO) REPORT.

447/22-23. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL

Members considered the application, and, after discussion, it was agreed that the following funding be awarded from the 2022 - 23 budget:

- Grove Irish Dancers - £300.00

Recommended: That the funding, as detailed above, be awarded

448/22-23. REDECORATION & REPAIR – OLD FIRE STATION COMMUNITY CAFE.

In consultation with the Chairman of the Finance & General Purposes Committee and to ensure best value and that the required works could be undertaken expediently, a review was undertaken of the prices obtained and a quote had been approved for the redecoration and repair of the interior of the Old Fire Station Community Cafe.

These works were required as part of the terms of the Lease with Dartford Borough Council and, in addition, some remedial works were highlighted as part of the most recent Food Hygiene Inspection, and these would also be undertaken at the same time.

Recommended: That the item be noted, and the actions taken in agreeing the quotation be endorsed.

449/22-23. SECTION 137 EXPENDITURE: LIMIT FOR 2023 – 2024.

The Department for Levelling Up, Housing and Communities (DLHC) had confirmed that the appropriate sum for the purposes of Section 137 (4) (a) of the Local Government Act 1972 for local (parish and town) councils in England for 2023 – 2024 is £9.93.

This is the amount as a result of increasing the amount of £8.82 for 2022 – 2023 by the percentage increase in the retail index between September 2021 and September 2022, in accordance with Schedule 12B to the 1972 Act.

Recommended: That the item be noted.

There being no further business, the Meeting closed at 7.20 pm.

Signed: _____ Date: _____
(Chairman)