

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 3 MARCH 2022 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Emma Ben Moussa
Councillor Sue Butterfill
Councillor Ann Duke
Councillor Peter Harman

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO

ABSENT: There were none

442/21-22. 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.

443/21-22. APOLOGIES FOR ABSENCE.

Councillor Maurice Weet had previously received dispensation from attending meetings for a six-month period commencing 28 October 2021 (minute 251/21-22).

Councillor Jay Shah had previously received dispensation from attending meetings for a six-month period commencing 9 December 2021 (minute 315/21-22).

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

444/21-22. SUBSTITUTES.

There were none.

445/21-22. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Councillor Emma Ben Moussa declared a prejudicial interest in agenda item 10, Applications for Funding from the Town Council, as she was a founder of Swanscombe SEN Families and had submitted one of the applications.

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.

446/21-22. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

447/21-22. TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS HELD ON 28 OCTOBER 2021 AND 13 JANUARY 2022.

Recommended: That the Minutes of the meeting held on 28 October 2021 and 13 January 2022 were confirmed and signed as a true record.

448/21-22. 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 Jay Shah was appointed (minute 32/19-20).

Recommended: That the bank reconciliations for January 2022 be noted.

449/21-22. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken in January 2022.

Recommended: That the bank transfers undertaken in January 2022 be approved.

450/21-22. 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 2022.

Recommended: That the receipts and payments for January 2022, as per the annexed list, be approved.

451/21-22. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 31 January 2022.

Recommended: That the summary of accounts to 31 January 2022 be noted.

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

452/21-22. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL

Members considered the applications, and, after discussion, it was agreed that the following funding be awarded from the 2021 - 22 budget:

- Swanscombe Senior Lunch Club (St Peter & St Paul Centre) - £410.89

Having already declared a Prejudicial Interest Councillor Emma Ben Moussa left the chamber and took no part in the discussion or decision of the following funding application.

- Swanscombe SEN Families - £200.00

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

453/21-22 BOUNDARY COMMISSION FOR ENGLAND – 2023 REVIEW OF PARLIAMENTARY CONSTITUENCIES.

Members considered the Boundary Commission for England 2023 Review of Parliamentary Constituencies, which they had previously been emailed the details of on 16 February 2022.

The deadline for responses was 4 April 2022.

Recommended: That no response be submitted from the Town Council.

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

Signed: _____ Date: _____
(Chairman)