

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 29 SEPTEMBER 2022 at 7.00PM

PRESENT: Councillor Lorna Cross – Vice-Chairman in the Chair
Councillor Sue Butterfill
Councillor Ann Duke
Councillor Peter Harris (substituting for Councillor Lesley Howes)

ALSO PRESENT: Martin Harding – Assistant Town Clerk / RFO

ABSENT: There were none.

161/22-23. 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.

162/22-23. APOLOGIES FOR ABSENCE.

An apology for absence was submitted by Councillor Emma Ben-Moussa, due to other commitments.

An apology for absence was submitted by Councillor Peter Harman, due to other commitments.

An apology for absence was submitted by Councillor Lesley Howes, due to other commitments.

An apology for absence was submitted by Councillor Maurice Weet, due to other commitments.

Councillor Jay Shah had previously received dispensation from attending meetings for a six-month period commencing 21 July 2022 (minute 117/22-23).

An apology for absence was received from the Town Clerk, due to other commitments.

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

163/22-23. SUBSTITUTES.

Councillor Peter Harris substituted for Councillor Lesley Howes.

164/22-23. 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.

165/22-23. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

166/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 23 JUNE 2022.

Recommended: That the Minutes of the meeting held on 23 June 2022 were confirmed and signed as a true record.

167/22-23. 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 33/33-23).

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

168/22-23. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken for June, July, and August 2022.

Recommended: That the bank transfers undertaken for June, July and August 2022 be approved.

169/22-23. 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 June, July, and August 2022.

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

170/22-23. SUMMARY OF ACCOUNTS.

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

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

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

171/22-23. APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL

Members considered the application and, after discussion, it was agreed that, to enable an invitation to be extended for the applicant to attend so that members could find out more about the organisation and the support given locally, the We Are Beams application should be deferred for consideration at the next meeting of this Committee.

Recommended: That We Are Beams be invited to attend the next meeting of this Committee to enable members to discuss the application with the applicant further.

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

Signed: _____ Date: _____
(Chairman)