

MINUTES of the MEETING of the FINANCE & GENERAL PURPOSES COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE on THURSDAY 13 JANUARY 2022 at 7.00PM

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Anita Barham (substituting for Councillor Sue Butterfill)
Councillor Emma Ben Moussa
Councillor Ann Duke
Councillor Peter Harman

ALSO PRESENT: Councillor Peter Harris
Graham Blew – Town Clerk

ABSENT: There were none

347/21-22. 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.

348/21-22. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor Sue Butterfill, due to other commitments.

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).

An apology for absence was submitted by Martin Harding – Assistant Town Clerk/RFO, due to ill-health.

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

349/21-22. SUBSTITUTES.

Councillor Anita Barham substituted for Councillor Sue Butterfill.

350/21-22. 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.

351/21-22. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

352/21-22. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2021.

Recommended: The Minutes of the meeting held on 9 September 2021 were confirmed and signed as a true record.

353/21-22. 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 October, November and December 2021 be noted.

354/21-22. BANK TRANSFERS.

In accordance with Financial Regulation 5.5 (c) Members were provided with a list of bank transfers undertaken in October, November, and December 2021.

Recommended: That the bank transfers undertaken in October, November and December 2021 be approved.

355/21-22. 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 October, November, and December 2021.

Recommended: That the receipts and payments for October, November, and December 2021, as per the annexed list, be approved.

356/21-22. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 31 December 2021.

Recommended: That the summary of accounts to 31 December 2021 be noted.

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

357/21-22. 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 2021 - 22 budget:

- The Annual Ingress Park Family Fun Day - £450.00

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

358/21-22 ANNUAL ESTIMATES FOR 2022– 2023.

Further to minute 317/21-22 *(full Council 9 December 2021)* Members considered the Annual Estimates for 2022 – 2023.

Recommended: That the Annual Estimates for 2022 – 2023 be approved and submitted to full Council for endorsement.

359/21-22 FUNDING AWARD – KENT COUNTY COUNCIL (KCC) MEMBERS GRANT.

In August 2021 the Town Council applied to the KCC Members Grant Scheme for funding to go towards the new festive lighting scheme in both Swanscombe and Greenhithe High Streets.

KCC Member Mr Peter Harman had confirmed his agreement to this contribution and KCC had since confirmed that this funding bid had been successful, and had been received

Recommended: That the item be noted.

There being no further business, the Meeting closed at 7.15 pm.

Signed: _____ Date: _____
(Chairman)