

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

PRESENT: Councillor Lesley Howes – Chairman
Councillor Lorna Cross – Vice-Chairman
Councillor Emma Ben Moussa
Councillor Peter Harman
Councillor Maurice Weet

ALSO PRESENT: Graham Blew – Town Clerk
Martin Harding – Assistant Town Clerk / RFO
Maria Austen – We Are Beams
Caroline Brinkman - We Are Beams

ABSENT: There were none.

259/22-23. 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.

260/22-23. APOLOGIES FOR ABSENCE.

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

An apology for absence was submitted by Councillor Ann Duke, 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).

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

261/22-23. SUBSTITUTES.

There were none.

262/22-23. 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 (A), as her children received support from the applicant/organisation.

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.

263/22-23. TO RECEIVE ITEMS DEEMED URGENT BY THE CHAIRMAN / MATTERS ARISING FROM PREVIOUS MINUTES.

There were none.

264/22-23. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 29 SEPTEMBER 2022.

Recommended: That the Minutes of the meeting held on 29 September 2022 were confirmed and signed as a true record.

265/22-23. 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 September 2022 be noted.

266/22-23. BANK TRANSFERS.

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

Recommended: That the bank transfers undertaken for September 2022 be approved.

267/22-23. 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 September 2022.

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

268/22-23. SUMMARY OF ACCOUNTS.

Members were provided with details of the Flex-Budget Report balanced to 30 September 2022.

Recommended: That the summary of accounts to 30 September 2022 be noted.

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

Having already declared a prejudicial interest Councillor Emma Ben Moussa left the chamber and took no part in the discussion, or decision, of the application from We Are Beams.

269/22-23. **APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL**

The Chairman thanked the representative/s from We Are Beams for attending and invited them to give a brief presentation on the work carried out by their organisation.

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

- We are Beams - £500.00
- Hi Kent - £500.00

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

There being no further business, the Meeting closed at 7.25 pm.

Signed: _____ Date: _____
(Chairman)