

Whittlesey Town Council

FINANCE & POLICY COMMITTEE

Minutes of the Finance & Policy Committee held on Monday 20th May 2019 at 7.00pm at Grosvenor House, Grosvenor Road, Whittlesey

Present: Cllr Dorling, Boden, Mason, Mayor, Bristow, Davies, Miscandlon.

Officer in Attendance:

The Clerk was on leave, notes were taken by Cllr Miscandlon and the meeting was recorded.

Recording:

DS250241.ds2

FP41/19 - To receive apologies from absent Members.

There were no apologies

FP42/19 – Election of Chairman

Cllr Dorling was proposed by Cllr Miscandlon and seconded by Cllr Mason, Cllr Boden was proposed by Cllrs Mrs Mayor seconded by Cllr Bristow, the voting was as follows 4 – 3. Cllr Boden was elected as the Chairman.

Cllr Boden thanked Cllr Eamonn for all the work he has carried out over the past four years.

FP43/19 – Election of Vice Chairman

Cllr Boden asked for nominations, Cllr Bristow proposed Cllr Davies, seconded Cllr Mrs Mayor. There were no other nominations. Cllr Davies was elected as Vice Chairman

FP44/19.- Declaration of Members Pecuniary Interests, on items to be discussed later in the agenda and the Council to decide which items are to be discussed as confidential under agenda item number FP/19/40.

Cllr Mason advised he is a member of the Christmas Extravaganza committee.

FP45/19 – Public Forum - 10 Minutes

One member of the public present and two Cllrs who are not on the F & P Committee.

FP46/19 - To confirm and sign the Minutes from the last meeting of the Finance & Policy on Tuesday 16th April 2019

Ratified: The minutes were approved and signed as a true record.

FP47/19 Agenda Items for Discussion

- Period-end financial reporting to Full Council – this will allow better consistency and we will report to a month end; this should relieve pressure from the RFO. This will be put forward to Full Council.

- Flexed monthly budgets, cumulative budget variance analysis and forecast outturn reporting – Cllr Boden explained there could be better ways of presenting the figures, the flexible one will be considered later in the year. The cumulative budget would also provide additional information, but may take a year to show how beneficial it is and the last one is Forecast outturn which is possibly the most useful, it allows what is the expected that the figures will actually be when we get to the end of the year. Cllr Dorling advised the existing software will not provide these figures, and this will increase the Clerks workload. Cllr Boden explained that the next 12 months will be very different to previous years due to the works to the new offices. Cllr Bristow asked if it will give more clarity, Cllr Boden advised it will but will also provide more information and reports, a balance needs to be achieved. Cllr Mrs Mayor preferred that all these issues be discussed with the Clerk on her return, however the Clerk is there to do what we ask. Cllr Davies advised that if the software wasn't compatible would we need to purchase new software this would be an additional cost.
Cllr Mason explained the Clerk has worked Closely with Cllr Dorling over the past four years and would Cllr Boden be able to continue this with all his other commitments. Cllr Miscandlon proposed that all items be deferred until discussions with the Clerk.
- VAT and Civic/Mayoral events – Cllr Mrs Windle advised as the Mayors Fund account is separate from the Councils main account, we cannot claim back the VAT.
- Reserve Accounting – Cllr Boden suggested that we look at having two reserve accounts, one for general purposes and one for the refurbishment of the former police station. Members were asked to think about it, and it could be discussed at the next meeting.
- Bus services – Cllr Boden advised that Cllr Mason has spent many hours trying to obtain better bus services, Cllr Boden advised bus service responsibility has moved to the combined authority and as such they may be offering an express service which would go from Peterborough through Whittlesey and joining the guided bus way. Cllr Boden has also spoken to David Humphrey who could introduce WTC to operators who may be interested in operating evening services from Whittlesey to Peterborough and vice versa. Cllr Boden will liaise with Cllr Mason and discuss in detail all the information that has been

The items above were all deferred until the RFO had returned from leave

- Financial reporting from the Property Working Group – It was agreed that F & P report to full council the spend on the new premises.
- CAPALC membership – This item was discussed but members agreed to defer this to Full Council.

FP48/19. Financials. - There are no changes to figures that were presented at Full Council on 8th May 2019.

- Bank Reconciliation for year-end 31st March 2020
- Year to date Figures
- Payment List for approval
- Uncashed Payments

Members considered new signatories on the account due to the change in committee. It was suggested that the signatories continue to be Cllrs Mason and Dorling and as the new Chair Cllr Boden should be a signatory.

FP49/19- Donation Requests.

- Christmas Extravaganza - £1100.00 was requested, members discussed this in full and agreed to offer a donation of £1000.00, this was proposed by Cllr Mrs Mayor, seconded by Cllr Miscandlon, with a unanimous vote in favour. This will be subject to Full Council approval.

JAW

FP50/19 – Information

There was no information

Cllr Boden thanked Cllr Dorling and the past committee for all their hard work

FP51/19– Date of Next Meeting – Monday 17th June 2019

FP52/19. Exclusion of the Public, including the Press.

Meeting closed 7.29

CP Boden,

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Cllr Chris Boden
Chairman
Finance & Policy Committee

*YK Dorling
17/6/19*