

Whittlesey Town Council

FINANCE & POLICY COMMITTEE

For the health, safety, and well-being of our community because of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 all Parish Council meetings will be held remotely until further notice. Whittlesey Town Council have resolved to use Zoom to facilitate the holding of meetings.

Minutes of the virtual meeting of the Finance & Policy Committee held on Monday 15th June 2020 at 6.30pm

Present: Cllr Boden, Davies, Dorling, Mason, Mrs Mayor, Miscandlon, Whitwell, (Cllr Gerstner & Cllr Mrs Windle)

FP21/2020 - To receive apologies from absent Members - There were no apologies.

Officer in Attendance:

Sue Piergianni – Town Clerk & RFO

FP22/19 – Election of Chairman

The Clerk asked for nominations for the position of Chairman for the forthcoming year. Cllr Davies proposed Cllr Boden, this was seconded by Cllr Mrs Mayor. There were no other nominations, therefore the proposal was accepted with a majority vote.

FP23/19 – Election of Vice Chairman

Cllr Boden proposed Cllr Davies as the Vice Chairman, this was seconded by Cllr Miscandlon, there were no other nominations, the proposal was accepted by a unanimous vote.

FP24/2020- 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/2020.

Cllr Miscandlon as he is an FDC representative on the Rural CAB.

Cllr Mrs Mayor as she is the representative for WTC on the Christmas Lights Committee
It was agreed that there were no items to be discussed as confidential.

FP25/2020 – Public Forum – A maximum of 10 Minutes is permitted for members of the public to address the meeting.

Cllr Windle – expressed concerned about moving the meetings around as it conflicts with her existing personal meetings, she suggested continuing with the dates that are set this year and change them for the year 2021.

Cllr Gerstner asked for clarification on the council tax reduction scheme and how it may financially affect WTC future income - Cllr Boden suspended Standing Orders and advised that the council tax reduction scheme is a personal scheme which does not alter the local council Tax base and which therefore will have no effect on the town as the responsibility lies with the district council.

FP26/2020 - To confirm and sign the Minutes from the last meeting of the Finance & Policy on Monday 18th May 2020.

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

FP27/20. Financials. –

- Bank Reconciliation to 31st May 2020 – This was reported to Full Council on 10th June 2020

- Year to Date Figures to 31st May 2020 – This was reported to Full Council on 10th June 2020

Cllr Boden proposed that he and Clerk and other relevant members look at the following budget headings with a view to using a flex budget for the remainder of the 2020/2021 financial year. All areas will be considered but the following will be highlighted, with a view to circulating (for correction or further amendment) a proposed flexed budget in advance of the next meeting of Full Council, where it would be presented for consideration.

- Salaries, pension, and NI.
- Neighbourhood plan expenditure may have to be put back by one year (15k) because of the postponement of all referenda.
- Whittlesey Summer Festival & Music Festivals
- Flat and Commercial rent figure.
- NNDR
- Office gas and Electric
- Peel House water costs and installation of meters – Cllr Miscandlon asked for an update on the meter situation regarding Peel House and the Flats, The Clerk advised costs had been received for the separate meters £3600, this is £1400 less than the original quote, She is also investigating sub meters, which would cost about £200.00 plus installation, however the water would need to be charged at commercial rate, the Clerk is in communication with WAVE to see if there is anyway the water for the flats can be charged at residential rate.
- Allotment income and expenditure.
- Cllr Dorling suggested moving CCTV into parish maintenance and move election costs from administration. The Chairman suggested this be looked at for next year's budget
- Meeting Dates 2020/21 – Cllr Boden will circulate the proposed list of new meeting dates.

FP28/2020 Agenda Items for Discussion

- Citizens Advice Bureau – Members agreed to continue with the SLA and support the CAB
- CAPALC Membership – The Clerk advised the new CEO of CAPALC will attend once physical meetings are back in operation.
- Investment fund update – The Clerk had carried out due diligence on the list of accounts and unfortunately the council did not meet the criteria for the accounts with the slightly higher rate of interest. The Clerk has made an online application for the Monmouth Building Society and will transfer the 60K as previously agreed. Cllr Boden proposed to members that as we had received all the VAT back, we could now put in 80K and would still be covered by the FSCS. Members agreed that when the account was open, to transfer a further 20K. The Clerk will keep members informed of the progress.

FP29/2020 - Donation Requests.

- Whittlesey Christmas Lights – Cllr Mrs Mayor proposed a donation of £5,000, seconded Cllr Miscandlon with a unanimous vote in favour

FP30/2020 – Information - There was no further information for discussion.

FP31/2020– Monday 20th July 2020 - The date of the next meeting was noted.

FP32/2020- Exclusion of the Public, including the Press.

Meeting Closed: 19.06

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Cllr Boden
Chairman
Finance & Policy Committee