

# Whittlesey Town Council

## FINANCE & POLICY COMMITTEE

For the health, safety, and well-being of our community as a result 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.

### **Minutes of the Finance & Policy Meeting held on Monday 16<sup>th</sup> November 2020 at 6.00pm by Zoom**

**Present:** Davies, Miscandlon, Mason, Dorling (Cllr Gerstner not on committee).

**Officer in attendance:** Mrs Sue Piergianni – Town Clerk

#### **FP43/2020 - To receive apologies from absent Members.**

Cllr Mrs Mayor (personal), Cllr Boden was not present at the start of the meeting, so the Vice Chairman Cllr Davies chaired the meeting and requested input from the Clerk.

#### **FP44/2020- Declaration of Members Pecuniary Interests on items to be discussed later in the agenda.**

There were no declarations

**FP45/2020 – Public Forum – 15 minutes** There were no members of the public present.

#### **FP46/2020 - To confirm and sign the Minutes from the last meeting of the Finance & Policy Committee.**

#### **FP47/20. Financials. –**

1. Bank Reconciliation for year-end 31<sup>st</sup> October 2020 – This was presented to members and balanced to the 31<sup>st</sup> October 2020, The Clerk advised she was still waiting for confirmation of the new account from the Monmouth Building Society to allow her to move funds to ensure the council are within the boundaries of the FSCS.
2. Year to date Figures – Members were advised we are 62% through the year, but the spend is far less.
3. Payment List for approval – The online payments for vouchers 127 to 142 to the value £6877.97 were approved.
4. External Audit report on the AGAR – There was one exemption comment from the Auditors which had been addressed by the Clerk during the audit. PKF Littlejohn had no further comments on the figures for WTC.
5. Budget 2021/2022 – Draft budget (v01) for 2021/22 was circulated to members of F & P and the Full Council. The Chairman advised this is just a starting point for members to make comment and is aware of various changes that will need to be made TAX/NI, Pensions, Salaries, all subject to a 2.75% which is the Local Government pay increase from April 2020 for the next two years. The NNDR was over-estimated for 2020, the VOA review of Peel house has been given a value of £10,500 and therefore WTC will benefit for 100% of small business rate relief. The rental increase for the flats is due in the new financial year. The precept figure has been left as the year 2020/21 but is subject to change. Members will be asked to send any comments / suggestions to Cllr Boden by 14<sup>th</sup> December 2020.

## **FP48/2020 - Donation Requests.**

1. Cambridgeshire Search & Rescue – Additional information had been received and following discussions, Cllr Miscandlon proposed £500.00, seconded Cllr Mason with a unanimous vote in favour.

## **FP49/2020 Agenda Items for Discussion**

1. "Cllr Boden explained that FDC is consulting upon a proposed change to the polling districts and polling stations in Bassenhally Ward. The proposal would (except for 2021) move one of the polling stations from the Straw Bear Public House to Willow Court in Sorrel Avenue, and would change the configuration of the three polling districts. For residents in the Birds Estate this would result in far greater difficulty in accessing their polling station. In 2021 we would have the bizarre situation that half the residents in Plover Road would have a polling station fronting their road (at the Straw Bear) but they would be expected to walk right past that immediately adjacent polling station in order to vote in the Town Centre, a full ten or fifteen minutes walk away. Conversely, after 2021 half of the Birds Estate would need to find their way to Willow Curt to vote, which would be a very long journey for them even if they knew where Sorrel Avenue is (which most of them certainly do not). The Birds estate has a high proportion of more elderly voters. Cllr Boden recommended that WTC should respond to the consultation by requesting that the current three polling stations should remain in use, but with slight variation to the existing three polling districts to reduce the average distance between residents' homes and the polling station where they are meant to vote"  
Cllr Boden also advised members that DC 2 voters will vote at the library and not St Andrews hall, and DC1 will continue to vote at St Andrews Church Hall. This would only be for May 2021.
2. Financial Regulations – Policy Review – The regulations were proposed by Cllr Miscandlon, seconded by Cllr Davies with a majority vote in favour.
3. Grant Applications – policy review – The Grants policy was proposed by Cllr Miscandlon, seconded by Cllr Davies with a majority vote in favour
4. Smoking and Vaping – policy review – The Smoking & Vaping policy was proposed by Cllr Mason, seconded Miscandlon with a unanimous vote in favour.

Cllr Boden joined the meeting at 6.45 and took the Chair.

5. Standing orders and any other policies - Members discussed the total amount of policies and agreed to bring three policies if possible, to each meeting. The Clerk advised that we do have policies which are no longer necessary or needed and she will review these with the Chairman.
6. WTC statement on COVID-19 in respect of provision of co-ordinated information to residents and what actions we are taking to reduce the spread of this disease – Cllr Dorling advised COVID cases have increased in Fenland. WTC need to be doing something to prevent this spreading. Cllr Boden advised this is an initiative being led CCC and implemented by the district council, 20,000 leaflets have been printed to be delivered to vulnerable people and those over a certain age. Cllr Boden advised the numbers in Fenland have come down by more than a quarter since the peak. Two weeks ago, there was a spike in Whittlesey the national health inspectors were notified, this spike now appears to be over. Whittlesey Town Council do not want to be putting information out that is out of date or conflicts with other sources. We can utilise the website and notice boards to display these leaflets. The Clerk to ask Dan Horn for some of the leaflets.
7. WTC statement on Racial Equality and how the diversity of staff and Councillors will better reflect the demographic and racial make-up of this area. – Cllr Dorling will create a document for the next F & P meeting.

8. WTC strategy for economic recovery of the area following the financial impact of COVID-19.  
Cllr Dorling will create a document for the next F & P meeting.
9. WTC statement on Climate Change and the actions being taken to attain zero Carbon by 2050.  
Cllr Dorling will create a document for the next F & P meeting.

**FP50/2020– Date of Next Meeting – Monday 14<sup>th</sup> December 2020 – 6.45 start.**

**Meeting Closed: 19.25**

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Cllr Boden  
Chairman  
Finance & Policy Committee