

# WHITTLESEY TOWN COUNCIL - Finance & Policy Committee

Minutes of the meeting held on Monday 16<sup>th</sup> October 2023 at 6.30pm at Peel House, 8 Queen Street, Whittlesey, PE7 1AY.

**Present:** Cllr Boden, Dorling, Mockett, Wicks

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

**Recording:** The recording is made as an aide memoir for the Clerk.

## **FP61/2023. To receive apologies from absent Members.**

Cllr Dickinson, Sennitt-Clough, Arman (all personal reasons)

## **FP62/2023. To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda items discussed later in the agenda.**

Cllr Boden as Cambridgeshire County Councillor relating to Cambridge and Counties bank as CCC own 50% of the bank.

## **FP63/2023 - Public Forum – 15 minutes**

There were no members of the public present.

## **FP64/2023 - To confirm and sign the Minutes from the Finance & Policy Committee on Monday 18<sup>th</sup> September 2023**

**Ratified:** The Minutes of the meeting were approved and signed as a true record. Proposed Cllr Dorling, seconded Cllr Wicks.

## **FP65/2023 – Financials.**

1. Bank Reconciliations to 31<sup>st</sup> August and 30<sup>th</sup> September 2023. Cllr Boden asked the Clerk to update members regarding the transfer of funds to a new account. The Clerk advised the 1-year bond with Cambridge and Counties Bank at a rate of 5% had been selected and all paperwork now completed and ready for submission. The Clerk will keep members updated.
2. Year to date Figures. – Cllr Dorling asked for clarification of Jubilee Wood earmarked reserves. what should the earmarked figures be for jubilee wood. The Clerk ascertain the figures and discuss with the Chair). Cllr Mockett suggested no further increase in the MVAS cameras (we currently have 12, but only 11 working), and try to reduce the costs, by conversion to solar power. The Clerk to ask Mortlock if they can be converted.
3. Payment List for approval. 139 – 162 – £8715.14. proposed Cllr Mockett, seconded Cllr Wicks.
4. Cllr Mockett advised members the .45 pence per mile was only advisory and we could pay less. This item to be deferred to the next agenda.

## **FP66/2023 - Agenda Items for Discussion**

1. Review of Standing Orders – Cllr Boden and the Clerk to review the Standing Orders and make recommendation to the council.
2. Electricity contract – Current contract ends February 2024; Cllr Dorling will investigate the gas/electric and bring back to F & P in November.

3. Seating at the Manor – Cllr Mockett requested this item be passed to Community Projects.
4. Budget 2024/25 – Cllr Boden asked members to start thinking about the budget for 2024/25 and advised he and the Clerk will prepare version zero for the November meeting.
5. Polling place review – Cllr Boden advised it is a legal requirement to have polling place reviews and one has been started by FDC. As far as WTC are concerned, there are two proposed changes, neither of which are acceptable. Polling District WHNW1, mostly to the East of Orchard Street and East Delph, in the recent by election both polling districts had to vote at SJA which was unsatisfactory as the turnout on the day from WHNW2 was 80% greater than turnout from WHNW1. The only location that is satisfactory would be the Baptist Church car park for NW1, however they cannot accommodate within the building during the day at a push we may be able to use the car park and have a mobile unit. Further discussion is required with the Elders at the Baptist Church. Cllr Boden proposed in light of the comparatively poor turnout in WHNW1 ward in comparison with the turn out in WHNW2 ward, WTC believes that it is not appropriate for both wards to vote at the same location and a new location needs to be found for residents in WHNW1.
6. Polling district WHEV5, FDC not planning to abolish the polling district, but anyone living in Turves would need to go to Coates to vote. Recommend to Full Council in no circumstances should the polling place for turves be in Coates, it must be in Turves.

#### **FP67/2023 – Information**

External Audit Report – The Clerk advised the council the audit report had been received with one matter reported. (FP was used as reference and no F).

Whittlesey Charity update – B1040 grass cutting – The Clerk advised members of the response from the Whittlesey Charity advising they were left this land in the Will of the Lady of the Manor (Nancy Bowker) in 1999 and the cutting had been carried out prior to this by WTC. The Clerk was asked to check the end date for the current SLA, this item will be further discussed at the next meeting.

#### **FP68/2023 - Donation Requests.**

There were no donation requests.

**FP69/2023– Date of Next Meeting – Monday 13<sup>th</sup> November 2023 – 6.00pm**

**Meeting Closed:**

  
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Cllr Chris Boden  
Chairman  
Finance & Policy Committee



1 (21/23 - 30/9/23)

12 October 2023 (1st April 2023 to 31st March 2024)

### Whittlesey Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
139	29/09/2023		Barclays Current Acco	online	Phone & Internet	EVAD	S	75.32	15.06	90.38
140	26/09/2023		Barclays Current Acco	online	Allot Certificate Frames	Peterborough Office Supplies	S	6.75	1.35	8.10
140	26/09/2023		Barclays Current Acco	online	Allot Certificate Frames	Peterborough Office Supplies	S	13.47	2.69	16.16
141	26/09/2023		Barclays Current Acco	online	First Aid Cover music festival	St Johns Ambulance	S	438.90	87.78	526.68
142	26/09/2023		Barclays Current Acco	online	Allot 56B refund	Rosemary Mitchley	E	30.00		30.00
143	26/09/2023		Barclays Current Acco		SLA	Bridges Fire & Security	S	513.60	102.72	616.32
144	26/09/2023		Barclays Current Acco		Trophies	Whittlesey Trophies	E	13.60		13.60
145	26/09/2023		Barclays Current Acco		Clerks & Councils Direct	Communicorp	E	14.00		14.00
146	26/09/2023		Barclays Current Acco		SLA	SG Computing Ltd	E	140.00		140.00
147	26/09/2023		Barclays Current Acco		Laptop renewal	The Computer Man	E	549.99		549.99
148	26/09/2023		Barclays Current Acco		Annual Service Plan	Business Watch	S	257.50	51.50	309.00
149	26/09/2023		Barclays Current Acco		Alarm repairs	Business Watch	S	150.00	30.00	180.00
150	26/09/2023		Barclays Current Acco		Car boot banner & signage	Print services	S	130.00	21.00	151.00
151	26/09/2023		Barclays Current Acco		Allot Water	Wave - Anglian Water	E	272.05		272.05
152	26/09/2023		Barclays Current Acco		MVAS	Fenland Electrical Services	S	1,000.00	200.00	1,200.00
153	26/09/2023		Barclays Current Acco		Pension	LGSS Pension	E	796.75		796.75
154	26/09/2023		Barclays Current Acco		Salaries	Staff Salaries WTC	E	2,150.36		2,150.36
155	26/09/2023		Barclays Current Acco		Office Gas	Total gas	L	120.72	6.04	126.76
156	26/09/2023		Barclays Current Acco		Office Cleaning	Clare Lynch	E	149.50		149.50
157	26/09/2023		Barclays Current Acco		NNDR	Fenland District Council	E	60.00		60.00
158	26/09/2023		Barclays Current Acco		Bank charges	Barclays	E	8.50		8.50
159	26/09/2023		Barclays Current Acco		PHONES LEASE	CF Corporate	S	314.00	62.80	376.80
160	26/09/2023		Barclays Current Acco		Tax & NI	HMRC	E	911.37		911.37
161	26/09/2023		Barclays Current Acco		Window Cleaner	H2O Pure Cleaning	E	15.00		15.00
162	26/09/2023		Barclays Current Acco		copies	Ethos (formally Walters)	S	2.35	0.47	2.82
<b>Total</b>								<b>8,133.73</b>	<b>581.41</b>	<b>8,715.14</b>

## Whittlesey Town Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
39	04/09/2023		Barclays Reserve Accc	Reserve Account Inter	Bank Charges / Interest	Barclays	Z	219.54		219.54
40	04/09/2023		Barclays Current Acco	residential rent	Flat A & B Rent	Peterborough city council	E	1,390.04		1,390.04
41	04/09/2023		Barclays Current Acco	Rent	Commercial Rent	Fenland Electrical Services	E	220.00		220.00
42	04/09/2023		Barclays Current Acco	Rent	Commercial Rent	ISA-Cam Rent	E	330.00		330.00
43	04/09/2023		Barclays Current Acco	Rent	Commercial Rent	Fenland Youth Radio	E	110.00		110.00
44	15/09/2023		Barclays Current Acco	online	Training	SLCC	E	102.00		102.00
45	21/09/2023		Barclays Current Acco	Online	Precept	Fenland District Council	E	87,000.00		87,000.00
46	29/09/2023		Barclays Current Acco	Online	Flat A & B Rent	Peterborough city council	E	1,390.04		1,390.04
<b>Total</b>								<b>90,761.62</b>		<b>90,761.62</b>