**MINUTES OF THE FINANCE COMMITTEE**

**Held on Friday 31st January 2020 at 11:30am at Normanton Town Hall**

**Present:** Councillor Mrs E. Blezard

 Councillor F.D. Jones

 Councillor B. Mayne

 Councillor Mrs P. Mayne

 Councillor Mrs A. Moran

 Councillor R. Seal

 Councillor A. Wassell

**Absent:** Councillor Mrs H.W Jones, Councillor Mrs C. Moran, BEM, Councillor K. Wilson, JP.

# 21. Welcome and Apologies

The Chairman welcomed everyone to the meeting.

Apologies were received on behalf of: Councillor Mrs H.W. Jones.

Apologies were received and reasons approved on behalf of: Councillor Mrs C. Moran, BEM, and Councillor K. Wilson, JP.

# 22. Members Declarations of Interest

Members were reminded to declare an interest on any item on the agenda in which they had an interest which was not already declared on their register of interests form.

 RESOLVED that the following declarations be received:

Councillor Mrs E. Blezard

Non-Pecuniary Interest

Small Grants – Member of Alice Bacon Trust

Councillor Mrs P. Mayne

Non-Pecuniary Interest

Small Grants – Member of Alice Bacon Trust

Councillor F.D. Jones

Non-Pecuniary Interest

Small Grants – Member of Meet ‘N’ Eats Diner

Councillor A. Wassell

Non-Pecuniary Interest

Small Grants – Member of Meet ‘N’ Eats Diner

# 23. Minutes

RESOLVED that the minutes of a meeting of the Finance Committee held on Friday 1st November 2019 (Minute Numbers 12-20; Pages 5-7) be received and the contents contained therein be approved.

(Proposed by Councillor F.D. Jones / Seconded by Councillor R. Seal)

# 24. Unity Trust Bank Account

RESOLVED that a new savings account with Unity Trust Bank be opened.

# 25. Hanging Baskets 2020/21

RESOLVED that the contract for Hanging Baskets for Summer 2020 and Spring 2021 be awarded to First Impressions at a total cost of £8965.20.

# 26. Second-hand Market 2020

RESOLVED that the second-hand market continues to be supported by the Town Council and that:

1. The market be rebranded ‘Pre-loved and Craft Market’;
2. The market be held on the first Saturday in each month;
3. The market be promoted in blocks of three months pending the outcome of the Market review;
4. The fee remains at £5.50/stall with Normanton Town Council retaining 40% of the income;
5. An advert be placed in the Normanton Advertiser to recruit stall holders and boost footfall.

# 27. Grounds Maintenance 2020

RESOLVED that the contract for Grounds Maintenance at Norwood Street and Woodhouse Community Centre be awarded to Abutilon Property Services at a total cost of £1,760.00.

# 28. IT Support Contract

RESOLVED that the IT contract with Blue Logic be terminated at the six-month review point, giving three months’ notice, due to their poor performance and failure to reply to queries and that:

1. An IT Support contract be awarded to Pro-Logic Computers at a cost of £187.56/m on a 30-day contract.

# 29. Small Grants 2020

RESOLVED that the following Small Grants be awarded:

|  |  |  |
| --- | --- | --- |
| Alice Bacon Memorial Trust | £400.00 | Theatre trip and coach |
| Altofts Bowling Club | £200.00 | Storage, seed, fertilizer |
| Altofts Community Sports Foundation | £380.00 | CCTV |
| Dr Jackson Cancer Fund | £500.00 | Robotic Ultrasound Probe |
| Friends of Martin Frobisher Infant School | £300.00 | Community Library Box |
| Friends of Normanton Library | £400.00 | Science Club and activities for children |
| Friends of Smirthwaite Park | £400.00 | Fencing along Newland Lane |
| Meet ‘N’ Eats Diner | £212.50 | Christmas gifts for the elderly (2019 & 2020) |
| Normanton Knights | £400.00 | Equipment |
| Normanton Lions Club | £300.00 | Storage and event banners |
| Normanton Methodist Church | £300.00 | Broadband Installation for community events |
| Normanton Musical Theatre Society | £250.00 | Hall Hire for 2020 show |
| St Johns Cricket Club | £400.00 | Equipment and training facilities |
| The Well Project | £250.00 | Carpet and clothes rails |
| Whinn Dale Extra Care | £300.00 | Lifting cushions |
|  | £4,992.50 |  |

# 30. Budget 2019/20

RESOLVED that the budget report up to the end of the third quarter be received.

# 31. Budget 2020/21

RESOLVED that the draft budget for 2020/21 be received and approved with budgeted income of £17,880.00, budgeted expenditure of £329,431.00 and £12,851.00 being taken from balances.

# 32. Precept 2020/21

RESOLVED that the recommendation for the Precept for the 2020/21 Financial Year be approved at £298,700.00 and that:

1. The recommendation be put to Council on Tuesday 4th February 2020.

In the absence of any further business, the Chairman thanked everyone for their attendance and closed the meeting