

MINUTES OF THE FINANCE COMMITTEE

Held on Friday 30th October 2020 at 11:00am

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was conducted remotely, via the Zoom video conferencing platform.

Present: Councillor Mrs E. Blezard
Councillor B. Mayne
Councillor Mrs P. Mayne - Chairman
Councillor Mrs H.W. Jones
Councillor R. Seal
Councillor K. Wilson, JP

Absent: Councillor Mrs A. Moran

1. **Welcome and Apologies**

The Chairman welcomed everyone to the meeting.

Apologies were recorded on behalf of Councillor Mrs A. Moran.

2. **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.

There were no declarations made.

3. **Minutes**

RESOLVED that the minutes of a meeting of the Finance Committee held on Friday 31st January 2020 (Minute Numbers 21-32; Pages 8-11) be received and the contents contained therein be approved.

(Proposed by Councillor B. Mayne / Seconded by Councillor R. Seal)

4. **Town Centre Partnership Bank Account**

The Town Clerk provided a report on the issues affecting the Town Centre Partnership Bank Account which was due to be closed on 6th November.

RESOLVED that the report be received and that:

- i) The Town Council discuss and finalise the closure of the Town Centre Partnership bank account with the officers in post;
- ii) The Town Centre Partnership be asked to withdraw the balance of £1,500.00 and deposit it with the Town Council;
- iii) The Town Council ring fence to £1,500.00 for repairs to the Obelisk; and
- iv) The Town Council commit to resolving the ongoing issues with the disputed invoice and outstanding works.

5. Floral Displays

The Town Clerk reported on the revised quotes for the Floral Displays for 2020/21 due to the increase in planters around the Town.

RESOLVED that the report be received and the revised quote of £9,781.00 be approved.

6. Grant Making Policy

RESOLVED that the revised Grant Making Policy be adopted and reviewed in twelve months

7. Small Grants during Coronavirus

The Town Clerk asked members how they wish to proceed with the advertising and awarding of small grants during the period of Coronavirus.

RESOLVED that the grants will be advertised on the website and Facebook and will be assessed on a case by case basis.

8. Applications for Funding

The Town Clerk reported that a number of applications had been received which were time sensitive.

RESOLVED that the following grants be awarded:

- i) The Brig, Altofts £500.00
towards the costs of PPE
- ii) The Well Youth Club £250.00
towards the cost of Christmas Activity packs

- iii) School Uniform Exchange £300.00
towards the cost of decorating and purchase of PE Kits
- iv) Community Sponsorship for Refugees £300.00
towards the cost of settling a family in Normanton
- v) Meet n Eats £112.50
towards the cost of Christmas Presents for service users

9. Town Council Email Addresses

The Town Clerk circulated a report which highlighted the importance of providing Town Councillors with official email addresses and provided a number of options on costs.

RESOLVED that the Town Council approves the provision of Councillor email addresses through Pro-Logic along with online access to Office at a cost of £4.35 per account, per month.

10. Budget Review

The Town Clerk circulated a written report on the budget along with a number of supporting documents.

RESOLVED that the reports be received and that:

- i) The Town Hall Reserve be increased by £58,000 following the end of the 2019/20 financial year;
- ii) The Woodhouse Centre Reserve be increased by £5,000 following the end of the 2019/20 financial year;
- iii) The CIL income of £50,854 be moved into the CIL Reserve for the 2020/21 financial year;
- iv) The General Reserve be maintained at approximately 6 months expenditure levels;
- v) That the Fidelity Guarantee be increased to reflect the current balances; and
- vi) That the budget and reserves position continue to be monitored throughout the remainder of the financial year.

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