

NORMANTON TOWN COUNCIL



MINUTES OF THE FINANCE COMMITTEE

Held on Monday 12th August 2024 at 1:00pm at Normanton Town Hall

Present: Councillor E Blezard
Councillor M Jennings
Councillor H Jones
Councillor B Mayne
Councillor P Mayne
Councillor R Seal
Councillor K Wilson, JP

Donna Johnston – Town Clerk & RFFO

Absent: Councillor A Bones
Councillor J Pritchard
Councillor P Sampson

001. To formally appoint the Chairman of the Finance Committee.

RESOLVED that Councillor B Mayne continues their role as Chairman for the current municipal year.

002. To formally appoint the Vice Chairman of the Finance Committee.

RESOLVED that Councillor R Seal continues their role as Vice Chairman for the current municipal year.

003. To receive apologies for absence.

RESOLVED that apologies for absence be received on behalf of Councillors A Bones, J Pritchard and P Sampson.

004. To receive members declarations of interest.

RESOLVED that the following declarations of interest be received.

Councillor E Blezard
Non-Pecuniary Interest – Item 11
Member of the Alice Bacon Memorial Trust

Councillor H Jones
Non-Pecuniary Interest – Item 11
Member of the Alice Bacon Memorial Trust

Councillor P Mayne
Non-Pecuniary Interest – Item 11
Member of the Alice Bacon Memorial Trust

005. To receive and sign the minutes of a meeting of the Finance Committee.

RESOLVED that the minutes of a meeting of the Finance Committee held on Tuesday 30th April 2024 (Minute Numbers 055-066; Page Numbers 19-24) be received as a true record and signed by the Chairman.

006. To receive the cashbook for months 1-3 of the 2024/25 financial year.

RESOLVED that the cashbook for months 1-3 be received.

007. To receive the bank reconciliation for months 1-3 of the 2024/25 financial year.

RESOLVED that the Bank Reconciliation for month 1 showing a balance of £375,596.42 and month 2 showing a balance of £336,964.56 be received and month 3 will follow at the next meeting.

008. To receive the balance Sheet for Month 3 of the 2024/25 financial year.

RESOLVED that the balance sheet showing a balance of £307,746.03 be received.

009. To receive the budget to date for the 2024/25 financial year.

RESOLVED that the Detailed Budget Summary document, showing income of £185,559.75 and expenditure of £107,968.99, be received.

010. To receive the Contracts Procurement Timetable.

RESOLVED that the contracts procurement timetable be received and noted.

011. To consider a request from the Alice Bacon Trust in relation to their previously awarded small grant.

RESOLVED that the Alice Bacon Memorial Trust be given permission to utilise their previously awarded Small Grant for tickets to another production of their choosing.

012. To consider a small grant request from All Saints Parish Church.

RESOLVED that a small grant of £500.00 be awarded to All Saints Parish Church towards the cost of the replacement windows on the North Wall of the Parish Rooms.

013. To consider the purchase of an iPad to facilitate off site inspections and management of assets.

RESOLVED that a 64GB Cellular 10.9” iPad be purchased from any retailer at a cost of £499.00 including VAT.

RESOLVED that the Clerk be delegated authority to also purchase a protective case at a cost of around £25.00 and a data sim at a cost of around £10/m.

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