

WHITNASH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the remote meeting held on Thursday, 11th June 2020 at 7.00 p.m.

Remote meeting held at various locations

PRESENT: Councillors: T Heath – Chairman
A Barton
Mrs L Burkinshaw
G Cancilla
B Colledge
R Margrave
R Sparkes

Town Clerk: Jenny Mason

01/20 APOLOGIES FOR ABSENCE

There were no apologies for absence.

02/20 DECLARATIONS OF INTEREST

Cllr Sparkes declared an interest as a Member of Whitnash Sports and Social Club.

03/20 FINANCE AND GENERAL PURPOSES REPORT APRIL 2020

The Finance and General Purposes Report was circulated to Members on 21st April 2020.

04/20 MATTERS ARISING OUT OF THE REPORT

There were no matters arising out of the report.

05/20 OUTSTANDING ACTIONS / DECISIONS

The Grant and CIL Agreements were called back by Warwick District Council for amendments on 2nd June 2020. They will hopefully be executed on 12th June 2020 for signing. The Library agreement is ongoing with various questions about drainage, car parking spaces etc.

06/20 INCOME AND EXPENDITURE REPORT

The income and expenditure report as at 2nd June 2020 was emailed to Members.

07/20 COMMUNITY HUB INCOME AND EXPENDITURE REPORT

The Community Hub income and expenditure report as at 3rd June 2020 was emailed to Members.

08/20 INTERNAL AUDITOR'S REPORT

A copy of the Internal Auditor's Report was emailed to Members. Due to covid19 this audit was carried out remotely. Over 250 documents were scanned and emailed to the internal auditor. Apart from the documents requested before the audit the Internal Auditor asked various questions and these were answered and backed up by yet more scanned documents and emails.

Cllr Barton thanked Jenny and Kerry for the work carried out.

All Members voted in favour of accepting the Internal Auditor's report.

09/20 ANNUAL GOVERNANCE STATEMENTS 2019 – 2020

Copies of the Annual Governance Statements were emailed to Members. These will need to be approved and adopted at the Town Council meeting on 18th June 2020. 'Wet signatures' will be required before the documents are sent to the External Auditors. All Members voted to approve the Annual Governance Statements for 2019 – 2020.

10/20 RESERVES AS AT 31st MARCH 2020

The reserves as at 31st March 2020 was emailed to Members.

11/20 COVID19 RISK ASSESSMENT FOR OFFICE

A covid19 Risk Assessment for the office has kindly been carried out by Cllr Button.

Quotations are currently been sourced for desk screens etc.

Cllr Barton suggested staff discuss returning to work among themselves and make an informed decision.

A short discussion took place regarding the opening of the Community Hall.

Currently awaiting Government guidance. Due to covid19 various issues will need to be addressed and put in place before the hall can re-open.

Cllr McFadden joined the meeting during this discussion.

12/20 CORRESPONDENCE

There was no correspondence.

13/20 DATE OF NEXT MEETING

The date for the next meeting is 17th September 2020 at 7.00 p.m.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed.

SIGNEDDATE