

WHITNASH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the remote meeting held on Thursday, 17th September 2020 at 7.00 p.m.

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

Town Clerk: Jenny Mason
In attendance: Kerry Samperi (Finance Assistant)

14/20 APOLOGIES FOR ABSENCE

There were no apologies for absence. *Cllr Cancilla was present visually, but was not audible.*

15/20 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

16/20 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 11th June 2020 as circulated were approved and will be signed as a true record when face to face meetings resume.

17/20 MATTERS ARISING OUT OF THOSE MINUTES

There were no matters arising.

18/20 INCOME AND EXPENDITURE REPORT

The income and expenditure report as at 8th September 2020 was emailed to Members.

19/20 CIVIC CENTRE AND LIBRARY INCOME AND EXPENDITURE REPORT

The Community Hub income and expenditure report as at 9th September 2020 was emailed to Members.

2020 BANKING

The Clerk and Finance Assistant requested that the Council move to online banking. During lockdown it was difficult to get cheques signed and BACS payments had to be telephone through to the bank which was time consuming. Members present agreed and voted in favour.

21/20 CONSIDER GRANT APPLICATION

Grant application received by the Finance and General Purposes Committee was considered in accordance with LGA 172 section 137.

Whitnash Youth Club are requesting either £375 for the hall hire costs or £367 for the insurance to continue to provide youth services in Whitnash.

Cllr Barton made two proposals:

1. £367 is granted for the insurance costs for the Youth Club and Cllr Mrs Burkinshaw seconded this proposal.
2. Grant Applications are considered again in March 2021.

All Members voted in favour of both proposals.

Cllrs Heath and Margrave declared an interest in this item.

22/20 AMEND EQUALITY AND DIVERSITY POLICY

The draft amendment to the Equality and Diversity Policy will be reviewed at the Finance and General Purposes Committee meeting on 19th November 2020.

Cllr Sparkes joined the meeting at 19h30

23/20 PRECEPT 2021 - 2022

Members proposed that the precept is not increased by the more than the current rate of inflation – 1% or 2%.

24/20 CIVIC CENTRE DEVELOPMENT

Our HR consultant has advised that the Town Council needs to provide a proper job specification for the Civic Centre Development. He has also advised that proper process should be followed when engaging employees / contractors or consultants. There needs to be a budget for the person to work to as well as a business plan for the new centre, terms of payment will be on invoice for work carried out and paid in arrears, contractual agreement needs to be drawn up and signed; IR35 regulations will apply to contractual agreements, need sight of qualifications and testimonials, details

of similar work undertaken, reference and background checks must be done. Suggests the contract period is 3 months before completion of the Civic Centre and 3 months after. Work to be undertaken in conjunction with the Centre Manager during months 5 and 6. HR Consultant is happy to conduct interviews via Zoom with applicants.

Cllr Mrs Burkinshaw has experience in this field and will draft a document to be discussed at the Finance Meeting on 19th November 2020.

25/20 CORRESPONDENCE

There was no correspondence.

26/20 DATE OF NEXT MEETING

The proposed date for the next meeting is 19th November 2020 at 7.00 p.m.

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

SIGNEDDATE