

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE & PERSONNEL COMMITTEE
held on Thursday 28th January 2021 on Zoom.US at 7.15pm

Present:

| | |
|----------------------------------|---------------------------------|
| Councillor G Rose (Chair) | Councillor H Lacey (ex officio) |
| Councillor N Dobson (Vice Chair) | Councillor M Roake |
| Councillor A Donaldson | Councillor R Taylor |
| Councillor C Fraser (ex officio) | |

In Attendance: Mal Derricott (Acting Town Clerk) and Louise Plumridge (Assistant Town Clerk)

Apologies: None

| MINUTE NUMBER | COMMENTS | RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i> |
|----------------------|--|---|
| FP/54/21 | PUBLIC SESSION No comments were made or questions asked. | |
| FP/55/21 | DECLARATIONS OF INTERESTS AND DISPENSATIONS No declarations were declared and no written dispensations had been received. | |
| FP/56/21 | MINUTES OF THE PREVIOUS COMMITTEE MEETING The minutes of the Finance & Personnel Committee Meeting held on 26.11.20 having been circulated and publicised prior to the meeting were taken as read and approved for signature by the committee chairman as a true and correct record. | Cllr Rose Cllr Donaldson |
| FP/57/21 | STATEMENT OF ACCOUNTS The Town Clerk presented the Balance Sheet as at 31 st December 2021. The Committee RECOMMENDED approval of the Balance Sheet – see attached. | Cllr Rose Cllr Taylor |
| FP/58/21 | BUDGET COMPARISON The Town Clerk presented the Budget Comparison as at 31 st December 2020. The Committee RECOMMENDED approval of the Budget Comparison as at 31.10.2020 – see attached. | Cllr Taylor Cllr Dobson |
| FP/59/21 | APPROVAL OF PAYMENTS FOR INVOICES IN EXCESS OF £2000 The Clerk reported that no payments in excess of £2000 were due. | |
| FP/60/21 | REPORT ON PAYMENTS MADE UNDER DELEGATION BETWEEN 1.11.2020 AND 31.12.20 The payments made under delegation were noted. | |
| FP/61/21 | REVIEW OF COUNCILLOR MONTHLY CHECKS A monthly checks process had been circulated prior to the meeting | Cllr Taylor Cllr Donaldson |



and is attached to these minutes. The Town Clerk pointed out these were really to help the auditors.

The Committee RECOMMENDED approval the monthly check process.

The Committee RESOLVED to adjourn the meeting.

In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee resolved that members of the public and press be excluded from the Meeting on the grounds that the business to be transacted being of a confidential nature it is likely that personal and/or exempt information would otherwise be improperly disclosed and members would feel unable to discuss the matter freely.

FP/62/21 CONFIDENTIAL ITEM – TOWN CLERK RECRUITMENT PANEL UPDATE

The Committee RESOLVED to reconvene the open meeting.

FP/63/21 APPROVAL OF TRAINING FOR THE FINANCE OFFICER
The Committee recommended to approve CILCA training for the Finance Officer at a cost of £900.

Cllr Rose
Cllr Lacey

FP/64/21 INFORMATION FROM MEMBERS

Cllr Fraser – there is a reserve of £17,000 in the projects budget – he would like to suggest all of this is allocated to The Mill Project, which has just received a grant of £23,857 but there may be over runs.

Cllr Jones – expressed his suggestion to allocate some of the project reserve to the Trailway project.

These points were not voted on.

ACTION TOWN CLERK

Cllr Roake – would like the Prodigy IT support contract to be reviewed as it seemed very expensive. Cllr Roake would like the Sturminster Newton Economic Plan to be revisited and refreshed, and the same for the Neighbourhood Plan.

ACTION TOWN CLERK

The Chairman declared the meeting closed at 8.16 pm

Approved on 9/3/21 Chairman's signature:

