

Finance and General Purposes



Kidsgrove Town Council
Victoria Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL

Tel: 01782 782254

www.kidsgrovetowncouncil.gov.uk

7th April 2022

To: **Members of the Finance and General Purposes Committee**

Dear Councillor,

You are summoned to attend a meeting of Kidsgrove Town Council Finance and General Purposes Committee to be held at **7:00pm** on Tuesday, 12th April 2022 at the Victoria Hall, Kidsgrove.

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'.

Sue Davies, Town Clerk

Business to be transacted

1. To receive apologies for absence.
2. To receive and note any declarations of Members' Interests.
3. To receive and confirm the minutes of the meeting held on Thursday 15th March 2022. (Available on the website and circulated separately.)
4. Public Participation.
5. Matters Arising: Updates only on items outstanding not otherwise on the agenda or currently requiring further actions agreeing or decisions.
6. Finance:
 - a. To receive payments for approval. (appendix 1)
 - b. To receive a verbal budget summary from the clerk.
7. Councillor finance checks: To receive updates on councillor finance checks of the 2021-22 accounts.
8. Internal Audit report: To receive the interim internal audit report and to note any issues arising or actions. (Circulated separately and available on the website.)
9. External Audit: To note arrangements for the 2021-22 external audit conducted by Mazars.
10. Grant Applications:
 - a. To receive an update on existing grant applications (Tom Lowe Golden Gloves and Rotary Kidsgrove) and to note a new application from Ian Atherton on behalf of Staffordshire clubs for young People. (Circulated separately)
 - b. To note and receive letters and thanks for recently awarded grants and donations.
 - c. To receive and approve a request to provide prizes (£100) for the Mow Cop scarecrow competition and a request for a donation from Aspire Homes.
11. To note a list of Town Council policies and to agree review dates.
12. Town Council Contracts and regular suppliers: To receive an update.
13. To receive and review the Terms of Reference for the Committee for recommendation to the Council at the Annual meeting in May 2022.
14. Victoria Hall Issues: To receive an update from the Clerk
15. To receive and consider an update to the five-year plan.
16. Clerk's and Chair's Reports
17. Date of next meeting: To be confirmed.

18. **Matters to be considered with the Press and Public Excluded: Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.**
19. To receive and consider the draft bar contract and to approve or otherwise. (Circulated separately)

Appendix 1 – Payments to be approved up until 31st March 2022.

07/04/2022

Kidsgrove Town Council 2021/22

22:15

**Invoices totalling £0.00 or more
for the period 01/02/2022 to 31/03/2022**

<u>Ledger</u>	<u>Month</u>	<u>Invoice Date</u>	<u>Date Due</u>	<u>Date Paid</u>	<u>Invoice Number</u>	<u>A/c Code</u>	<u>Customer Name</u>
1	11	14/02/2022	14/02/2022	17/02/2022	1011170	EH01	Element Hosting Ltd
1	11	14/02/2022	14/02/2022	17/02/2022	1011162	EH01	Element Hosting Ltd
1	11	14/02/2022	14/03/2022	29/03/2022	07589	SPSLTD	Shires Pay Services Ltd
1	11	15/02/2022	15/03/2022	22/03/2022	INV720	PJE01	PJ Electrical
1	11	15/02/2022	15/03/2022	29/03/2022	721	PJE01	PJ Electrical
1	11	16/02/2022	16/02/2022	17/02/2022	1011172	EH01	Element Hosting Ltd
1	11	16/02/2022	16/02/2022	17/02/2022	1011166	EH01	Element Hosting Ltd
1	11	16/02/2022	16/03/2022	22/03/2022	34476	PDI	Potteries Decorative & Industrial
1	11	17/02/2022	17/03/2022	29/03/2022	99486	ALPH01	Alpha Business Comms LTD
1	11	22/02/2022	22/03/2022	22/03/2022	34509	PDI	Potteries Decorative & Industrial
1	11	23/02/2022	23/02/2022	23/02/2022	14190	NALC	National Association Local Councils
1	11	25/02/2022	25/03/2022	22/03/2022	2169	TOTFIRESER	Total Fire Services
1	11	26/02/2022	25/03/2022	22/03/2022	190558	CEF	CEF (Newcastle-under-Lyme)
1	11	28/02/2022	28/02/2022	29/03/2022	KLE-1159	KLS01	Kleenscape The Specialists
1	12	01/03/2022	01/03/2022	29/03/2022	INV413641	21CCGROUP	21 CC Group Ltd
1	12	01/03/2022	31/03/2022	29/03/2022	07697	SPSLTD	Shires Pay Services Ltd
1	12	01/03/2022	01/04/2022	29/03/2022	1000082106	SCC01	Staffordshire County Council
1	12	04/03/2022	05/04/2022	29/03/2022	SINV00546075	FEN01	J G Fenn
1	12	04/03/2022	05/04/2022	29/03/2022	SINV00546076	FEN01	J G Fenn
1	12	04/03/2022	05/04/2022	31/03/2022	101997497	RIC0H01	Ricoh
1	12	10/03/2022	08/04/2022	29/03/2022	SI-234	ASB-PRO	Asbestos Pro
1	12	11/03/2022	08/04/2022	31/03/2022	SINV00547223	FEN01	J G Fenn
1	12	11/03/2022	08/04/2022	31/03/2022	SINV00547454	FEN01	J G Fenn
1	12	15/03/2022	06/04/2022	31/03/2022	SINV00547694	FEN01	J G Fenn
1	12	16/03/2022	13/04/2022	31/03/2022	28594	SKELHORNE	Skelthorne Jewellers Hanley
1	12	16/03/2022	13/04/2022	31/03/2022	00548317	FEN01	J G Fenn
1	12	16/03/2022	28/02/2022		75148	V2V01	Voice 2 Voice
1	12	17/03/2022	20/04/2022	31/03/2022	99787	ALPH01	Alpha Business Comms LTD
1	12	17/03/2022	20/04/2022	31/03/2022	PMSI101572	ACHIEVET	Achieve Training
1	12	17/03/2022	14/04/2022	31/03/2022	11/028/AT/2020	TPP	Thomson Planning Partnership Ltd

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1	12	17/03/2022	15/04/2022	31/03/2022	413808	21CCGROUP	21 CC Group Ltd
1	12	29/03/2022	26/04/2022	31/03/2022	N20194	BLAINBOL	Blain Boland and Co
1	12	29/03/2022	31/03/2022	31/03/2022	N202517252	NBC01	Newcastle Borough Council
1	12	29/03/2022	19/04/2022	31/03/2022	I732	PJE01	PJ Electrical
1	12	29/03/2022	31/03/2022		I127	GNP01	Good News Publishing
1	12	29/03/2022	29/03/2022		I117	GNP01	Good News Publishing

Appendix 1 – Payments to be approved up until 31st March 2022.

Cash Book Transactions:

CB 88 Payroll March 2022: £10,263.62

CB 87: Town Crier £250

CB 85: Signal Radio Cash for Kids £500

CB84: Friends of Kidsgrove Station £500

CB 83: Kidsgrove Sports Centre £70,000 (Made in three payments)