

# Finance and General Purposes Committee Meeting

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

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## Minutes of the Meeting held on Thursday 14<sup>th</sup> July 2022 7:30pm Meeting held in the Victoria Hall, Kidsgrove.

*The meeting opened at 7:30pm.*

**FPG/21-22/9/1 Present**

Cllr P Waring, Cllr D Grocott, Cllr M Stubbs, Cllr L Skelding, M Maxfield.  
Clerk to the Council – Sue Davies

**FPG/21-22/9/2 To receive and consider apologies for absence.**

Apologies were received from Cllr K Johnson and Cllr A Gould.

**FPG/21-22/9/3 To note declarations of Member's Interests**

None received.

**FPG/21-22/9/4 To receive and confirm the minutes of the meeting held on Monday, 6<sup>th</sup> June 2022.**

The committee resolved to approve the minutes of the meeting on Monday, 6<sup>th</sup> June 2022.

**FPG/21-22/9/5 Public Participation (A period of not exceeding 15 minutes for the press or public to make comments.)**

None present.

Chair .....

**FPG/21-22/9/6 Matters Arising: Updates only on items outstanding not otherwise on the agenda or currently requiring further actions agreeing or decisions.**

**a) Bank Mandates**

The clerk reported that the bank mandate changes are progressing. A reply from the NSI mandate change request is still awaited.

**b) Defibrillator installation**

No further updates.

**c) Dementia Friendly Kidsgrove**

The Clerk was asked to instruct the assistant clerk to progress a meeting of this group as soon as is possible.

**d) Council Contracts**

The clerk reported that completion of this document is still outstanding and could be picked up by the new Clerk once in post.

**FPG/21-22/9/7 Terms of Reference**

The committee reviewed the terms of reference and agreed to recommend to full council that there be no change except to recommend the statement that the committee was reset at the relevant annual meeting of May 2022 (second paragraph, introduction.)

**FPG/21-22/9/8 Committee Plan:**

There was some initial discussion on the projects, namely the breakdown into hall management, finance and governance and health and safety projects.

It was agreed to bring the plan to a future meeting for further analysis.

**FPG/21-22/9/9 Finance:**

**a) To receive the bank statements and reconciliations dated 30<sup>th</sup> April 2022.**

The committee received and noted the bank reconciliations dated 30<sup>th</sup> April 2022. There were no comments raised.

**b) To receive the bank statements and reconciliations dated 31<sup>st</sup> May 2022**

The committee received and noted the bank reconciliations dated 31<sup>st</sup> May 2022. There were no comments raised.

- c) **To receive the bank statements and reconciliations dated 30<sup>th</sup> June 2022.**

The item was deferred.

- d) **To approve payments made from 1<sup>st</sup> April 2022 to 31<sup>st</sup> May 2022.**

The payments were approved by the committee – see appendix 1.

- e) **To receive a quarter 1 budget report**

Item deferred.

**FPG/21-22/9/10 Victoria Hall Issues**

The Clerk provided an update on the ongoing items of maintenance.

The committee requested that the provision of interior CCTV be prioritised.

**FPG/21-22/9/11 Policy List**

The committee received the current list for information.

**FPG/21-22/9/12 Reports – Information only**

- a) **Members Items**

None raised.

- b) **Clerk's Items**

None raised

- c) **Chair's Items**

No items raised.

**FPG/21-22/9/13 To agree and note the date and time of the next meeting: 5<sup>th</sup> September 2022, 7:30pm**

**FPG/21-22/9/14 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.**

**FPG/21-22/9/15 Town Deal Issues in relation to the Town Council.**

Cllr Waring provided a brief update.

The meeting closed: 8:50 pm

Appendix 1 – Payments to be authorised.

<u>Payments</u>						
<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	Current Bank A/c	1	04/04/2022	BACS	Barclays Bank	19.30
1	Current Bank A/c	1	25/04/2022	25/04/22	Unity Current Account T2	20,000.00
4	Unity Current Account T2	1	01/04/2022	KTC 814	The Leaflet Team	1,092.50
4	Unity Current Account T2	1	01/04/2022	KTC 812	Voice 2 Voice	12.60
4	Unity Current Account T2	1	01/04/2022	KTC8 10/811	Good News Publishing	150.00
4	Unity Current Account T2	1	26/04/2022	KTC 817	Midlands Elec Fire & Security	2,751.60
4	Unity Current Account T2	1	26/04/2022	KTC 815	Belford Bros	252.00
4	Unity Current Account T2	1	26/04/2022	KTC8 18/819	Intelligent Monitoring Systems	540.00
4	Unity Current Account T2	1	26/04/2022	KTC 816	Kleenscape The Specialists	958.84
4	Unity Current Account T2	1	01/04/2022	813	Defibshop	1,669.20
4	Unity Current Account T2	1	06/04/2022	834a	Knights Solicitors	1,600.00
4	Unity Current Account T2	1	30/04/2022	CB89	Payroll June 22	8,778.01
4	Unity Current Account T2	1	19/04/2022	19-4-22	Unity Trust Bank Credit Card	3.00
4	Unity Current Account T2	1	29/04/2022	CB90	Newcastle Borough Council	31.00
4	Unity Current Account T2	1	29/04/2022	29-4-22	Unity Trust Bank Credit Card	100.74
5	Unity Trust Bank Credit	1	29/04/2022	CB91A	Unity Current Account T2	0.03
1	Current Bank A/c	1	04/04/2022	CR.CARD	LLoyds Bank	3.00
5	Unity Trust Bank Credit	1	04/04/2022	CR.CD04-22	LLoyds Bank	3.00
5	Unity Trust Bank Credit	1	19/04/2022	832	Check Fire Group	21.66
5	Unity Trust Bank Credit	1	19/04/2022	833	Screwfix	79.05
1	Current Bank A/c	2	10/05/2022	BACS	Barclays Bank	8.50
4	Unity Current Account T2	2	09/05/2022	KTC 821	Newcastle Borough Council	8,233.50
4	Unity Current Account T2	2	09/05/2022	KTC 825	Newcastle Borough Council	180.00
4	Unity Current Account T2	2	09/05/2022	KTC 824	Rialtas Business Solutions LTD	774.00
4	Unity Current Account T2	2	09/05/2022	KTC 822	Newcastle Borough Council	2,400.00
4	Unity Current Account T2	2	09/05/2022	KTC 826	Microshade Business Consultant	307.80
4	Unity Current Account T2	2	31/05/2022	31/05/2022	Unity Trust Bank Credit Card	336.32
4	Unity Current Account T2	2	17/05/2022	17/05/22	Unity Trust Bank Credit Card	3.00
5	Unity Trust Bank Credit	2	20/05/2022	CB92	KardSharp	127.94
5	Unity Trust Bank Credit	2	17/05/2022	CB93	tesco	13.50
5	Unity Trust Bank Credit	2	18/05/2022	CB94	BandQ	51.00
5	Unity Trust Bank Credit	2	03/05/2022	LLOYDCC	LLoyds Bank	3.00
5	Unity Trust Bank Credit	2	26/05/2022	CB95	Zoom	143.88
4	Unity Current Account T2	2	31/05/2022	CB97	Payroll May 22	8,796.83
4	Unity Current Account T2	2	31/05/2022	KTC 849	Jobec UK Ltd t/a Central Toile	264.00