

Minutes of the meeting of the **FINANCE AND STAFFING COMMITTEE**
held on **MONDAY 17TH MAY 2021 at 7.30pm**
at The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA

PRESENT: Cllrs. S. Bowkett, A. Corfield, D. Dowell, J. Fielder, E. Hudson, J. Morgan and D. Patrick.

IN ATTENDANCE: The Town Clerk and the Assistant to the Town Clerk.

FS21.13 ELECTON OF CHAIR

Cllr. Hudson nominates Cllr. Patrick as Chair of the Finance and Staffing Committee. The nomination was seconded by Cllr. Fielder and there being no other nominations it was unanimously,

RESOLVED:

Cllr. Patrick was duly elected as Chair of the Finance and Staffing Committee for the year 2021/22.

FS21.14 ELECTION OF VICE-CHAIR

It was proposed by Cllr. Fielder that Cllr. Morgan be elected as Vice-Chair of the Finance and Staffing Committee. The nomination was seconded by Cllr. Bowkett and there being no other nominations it was unanimously,

RESOLVED:

Cllr. Morgan was duly elected as Vice-Chair of the Finance and Staffing Committee for the year 2021/22.

FS21.15 APOLOGIES FOR ABSENCE

No apologies for absence were received.

FS21.16 DECLARATION OF INTEREST

No declarations of interest were made under the Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

FS21.17 DISPENSATIONS

The Town Clerk stated that no requests for dispensation had been received.

FS21.18 PUBLIC PARTICIPATION

None

FS21.19 MINUTES

Cllr. Morgan proposed to approve the minutes of the meeting of the Finance and Staffing Committee held on 26th April 2021. The proposal was seconded by Cllr. Corfield and unanimously,



RESOLVED:

To approve the minutes of the meeting of the Finance and Staffing Committee held on 26th April 2021 as a true and accurate account of the meeting and were duly signed by the Chair as a true and correct record of proceedings.

FS21.20 BANK RECONCILIATIONS

Members received the bank reconciliations for the period ending 30th April 2021.

The account balances as at 30th April were confirmed as:

Unity Trust Current Account - £107,644.65
Unity Trust Deposit Account - £166.74
CCLA Public Sector Deposit Fund – £30,212.47
Worcestershire County Council 7 Day Notice Account - £168,680.52

It was proposed by Cllr. Fielder seconded by Cllr. Bowkett and unanimously

RESOLVED:

- (i) To confirm and note that the Council bank accounts had been appropriately reconciled to 30th April 2021.
- (ii) To confirm and note the receipts received and payments authorised from the Council's bank accounts from 1st April to 30th April 2021.

FS21.21 APPROVAL OF CREDITOR INVOICES

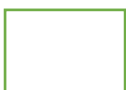
The schedule of creditor payments processed during April 2021 were examined by the Committee. It was noted that the payments were authorised online by two authorised Member signatories and the Town Clerk.

The schedule of outstanding invoices for payment for May 2021 were presented to Members.

It was proposed by Cllr. Morgan seconded by Cllr. Corfield and unanimously

RESOLVED:

- (i) To approve the schedule of paid invoices processed during April and May 2021.
- (ii) To approve the schedule of outstanding invoices for payment.



FS21.22 DATE AND TIME OF NEXT MEETING

28th June 2021 at 7.15pm

Meeting closed at 7.37pm.

Signed

Date

