

Minutes of the meeting of the **FINANCE AND STAFFING COMMITTEE**
held remotely via Microsoft Teams on

MONDAY 26TH APRIL 2021
at 6:00pm

For the purpose of transacting the business on the Agenda below
(Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England)
Regulations 2020)

PRESENT: Cllrs. S. Bowkett, A. Corfield, D. Dowell, M. Drummond, J.
Fielder, E. Hudson, J. Morgan and D. Patrick **[Chair]**.

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

FS21.01 APOLOGIES FOR ABSENCE

No apologies for absence were received.

FS21.02 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.

FS21.03 DISPENSATIONS

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

FS.21.04 PUBLIC PARTICIPATION

None

FS21.05 MINUTES

Cllr. Drummond proposed to approve the minutes of the meeting of the Finance
and Staffing Committee held on the 22nd March 2021. The proposal was
seconded by Cllr. Fielder and unanimously

RESOLVED:

**To approve the minutes of the meeting of the Finance and Staffing
Committee held on 22nd March 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.**

FS21.06 BANK RECONCILIATIONS

Members received the bank reconciliations for the period ending 31st March
2021.

The account balances as at 31st March were confirmed as:
Unity Trust Current Account - £19,085.93
Unity Trust Deposit Account - £166.74



TENBURY TOWN COUNCIL 2021/22 FS01

CCLA Public Sector Deposit Fund – £30,211.09
Worcestershire County Council 7 Day Notice Account - £168,680.52

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

RESOLVED:

- (i) To confirm and note that the Council bank accounts had been appropriately reconciled to 31st March 2021.**
- (ii) To confirm and note the receipts received and payments authorised from the Council's bank accounts from 1st March to 31st March 2021.**

FS21.07 APPROVAL OF CREDITOR INVOICES

The schedule of creditor payments processed during March 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 April 2021 were presented to Members.

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

RESOLVED:

- (i) To approve the schedule of paid invoices processed during March 2021.**
- (ii) To approve the schedule of outstanding invoices for payment.**

FS21.08 PARTIAL EXEMPTION CALCULATION

Members discussed the appointment of The Parkinson Partnership LLP to review the Council's Partial Exemption calculation.

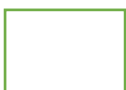
It was proposed by Cllr. Drummond seconded by Cllr. Corfield and unanimously

RESOLVED:

To approve the appointment of The Parkinson Partnership LLP to review the Council's Partial Exemption calculation for 2020/21 at a cost of £600.

FS21.09 EXCLUSION OF PRESS AND PUBLIC

Members agreed the exclusion of Press and Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information Section 1 (2) the Public Bodies (Admission to Meetings) Act 1960:



FS21.10 THE PUMP ROOMS SECURITY ALARM

Members discussed the quotations obtained for the replacement and maintenance of The Pump Rooms security alarm, which is now obsolete and out of use.

It was proposed by Cllr. Fielder seconded by Cllr. Drummond

RESOLVED:

To agree to accept the quotation received from Unifire and Security for the replacement security alarm for The Pump Rooms at a cost of £370.00 plus VAT with an annual maintenance plan at a cost of £65.50 plus VAT.

FS21.11 RE-ADMISSION OF PRESS AND PUBLIC

There being no further confidential business, Members agreed to readmit the press and public for the remainder of the meeting.

FS21.12 DATE AND TIME OF NEXT MEETING

To be confirmed

Meeting closed at 6.17pm.

Signed

Date

