

Minutes of the meeting of the **FINANCE AND STAFFING COMMITTEE**
held on **MONDAY 28TH JUNE 2021 at 7.15pm**
at The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA

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

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

FS21.23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Dowell due to family illness.

FS21.24 DECLARATION OF INTEREST

A Declaration of interest was made under the Code of Conduct pursuant to the Localism Act 2011 by Cllr Patrick, in respect of item **FS21.32 Grant Applications (ii) Tenbury Applefest Association - £500**, on the agenda. Cllr Patrick is Chair of Tenbury Applefest Association.

FS21.25 DISPENSATIONS

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

FS21.26 PUBLIC PARTICIPATION

None

FS21.27 PUMP ROOMS – ROOM HIRE

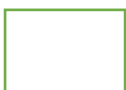
Members considered a request for subsidised room hire (Assembly Room) for youth engagement activities during the summer holidays. Following a discussion, Members were supportive of the proposed activities, and it was proposed by Cllr. Fielder seconded by Cllr. Morgan and unanimously

RESOLVED:

To agree a 50% reduction in room hire fees to £5 per hour for youth engagement activities to be provided by Positive Activities and delivered by Worcestershire YMCA, commencing Wednesday 28 July for 4 weeks on a weekly basis from 11:00am to 3:00pm.

FS21.28 MINUTES

Cllr. Hudson proposed to approve the minutes of the meeting of the Finance and Staffing Committee held on 17th May 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 17th May 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.

FS21.29 BANK RECONCILIATIONS

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

The account balances as at 31st May were confirmed as:

Unity Trust Current Account - £65,053.98

Unity Trust Deposit Account - £166.74

CCLA Public Sector Deposit Fund – £30,213.30

Worcestershire County Council 7 Day Notice Account - £168,680.52

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

RESOLVED:

- (i) To confirm and note that the Council bank accounts had been appropriately reconciled to 31st May 2021. The bank reconciliations were duly signed as correct by Cllr. Bowkett.
- (ii) To confirm and note the receipts received and payments authorised from the Council's bank accounts from 1st May to 31st May 2021.

FS21.30 APPROVAL OF CREDITOR INVOICES

The schedule of creditor payments processed during May 2021 and June 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 June 2021 were presented to Members.

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

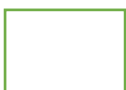
RESOLVED:

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

FS21.31 GRANT COMPLETION FORMS

Members considered the following completion forms for grants awarded at the Finance and Staffing Committee meeting held on 29th June 2020.

- (i) Citizens Advice South Worcestershire - £1,000



- (ii) Tenbury Chamber of Trade (Christmas Lights) - £1,000

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

RESOLVED:

To note and accept the completion forms submitted on behalf of Citizens Advice South Worcestershire in respect of the £1,000 grant and Tenbury Chamber of Trade in respect of the £1,000 grant, awarded by the Finance and Staffing Committee at its meeting held on 29th June 2020.

FS21.32 GRANT APPLICATIONS

The Committee considered the following community grant applications:

- (i) Citizens Advice South Worcestershire - £1,000

Members discussed the application and had concerns that the local service offered would remain online after COVID-19 restrictions were removed.

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

RESOLVED:

To award Citizens Advice South Worcestershire grant funding of £1,000 under LGA 1972, s.142 – Power to assist bodies in advising individuals, on the provision of an assurance of the return to face-to-face appointments.

- (ii) Tenbury Applefest Association - £500

Cllr. Patrick left the room for this item due to his declared interest as Chair of the Tenbury Applefest Association.

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

RESOLVED:

To award Tenbury Applefest Association grant funding of £500.00 under LGA 1972, s.144 – Power to contribute to organisations encouraging Tourism.

Cllr. Patrick re-entered the meeting.

- (iii) Tenbury Chamber of Trade - £750

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

RESOLVED:

To award Tenbury Chamber of Trade £750.00 grant funding under the power to contribute to organisations encouraging tourism – Local Government Act 1972, s.144.



FS21.33 DATE AND TIME OF NEXT MEETING

19th July 2021 at 7.15pm

Meeting closed at 7.47pm.

Signed

Date

