

Minutes of the meeting of Corby Town Council Finance & Resources Committee held at 6pm, 13<sup>th</sup> October 2022 at Stephenson Way Community Centre, 18-28 Stephenson Way, Corby NN17 1DB.

**PRESENT:**

Cllr S Rielly	Cllr M Reuby
Cllr M Pengelly	Cllr M Keane
Cllr Lyn	Cllr R Armour
Buckingham	Cllr R Beeby

Also present : F Ryan (Town Clerk)

**165/22 APOLOGIES FOR ABSENCE**

It was **RESOLVED** to approve apologies for absence from Cllr W Colquhoun.

**166/22 TO RECEIVE DECLARATIONS OF INTEREST RELATED TO BUSINESS ON THE AGENDA**

None declared

**167/22 PUBLIC PARTICIPATION**

No members of the public present.

**168/22 MINUTES OF LAST MEETING**

It was **RESOLVED** to approve the minutes from the last meeting held on 26<sup>th</sup> July 2022 and they were signed by the chairman.

**169/22 TOWN COUNCILLORS GRANT APPLICATIONS**

The report on the grant applications received in the month was received from the Clerk and it was **RESOLVED** to refuse the following application : -

- Little Oakley Boxing Club – due to location of the project which is outside the boundary of the Town Council and due to the set-up of the organisation. Clerk to reply to signpost to other funding.

**170/22 SCHEDULE OF PAYMENTS AND RECEIPTS**

It was **RESOLVED** to approve the following schedule of payments and receipts follows :

Payee	Amount	VAT Included
Salary and Pension costs for August	£6,789.86	£0.00
HMRC (Tax and NI for Q.2)	£5,756.66	£0.00
North Northants Council (Business rates for August)	£289.00	£0.00
BT Group (direct debit for August)	£40.74	£6.79
Cloudy IT Group (August Direct debit for IT support and software)	£416.19	£69.36
BT Group (direct debit for September)	£40.74	£6.79
North Northants Council (service charge for Q3)	£1676.02	£279.34
Salary and Pension costs for September	£6674.66	£0.00
North Northants Council (business rates for September)	£289.00	£0.00
Bank charges for quarter	£18.00	£0.00
Cloudy IT Group (September Direct debit for IT support and software)	£366.63	£61.10
Stephenson Way Community Centre (hall hire 18 <sup>th</sup> July meeting)	£30.00	£0.00
S & A (Corby) Hotels (Holiday Inn deposit for Spirit of Corby awards night)	£100.00	£0.00 *
Amazon for Business (PA system stand)	£25.99	£4.33
Amazon for Business (PA system)	£293.14	£48.86
Amazon for Business (PA system cover)	£9.99	£1.67
Quantum Print (additional business cards)	£42.00	£7.00
Bank charge for multipay card	£3.00	£0.00
Lloyds Bank (multipay card fee for month to include Canva invoice and jumbo cheque order)	£83.98	£0.00
Raunds Town Council (event for Deputy Mayor)	£20.00	£0.00
2commune Ltd (website pop over for OLB)	£60.00	£10.00
M Reuby (payment for piper OLB)	£50.00	£0.00
Focussed Publications (advert for Spirit of Corby)	£569.99	£95.00*
Northants CALC (internal audit fee yr end 2023)	£546.00	£91.00
SLCC (annual membership fee)	£327.00	£0.00
SLCC (training conference 2 day event)	£445.00	£60.00
S & A Corby Hotels (room hire for training day 1.10.22)	£180.00	£0.00
Autela (Payroll services for Yr end submission)	£75.40	£12.57
Media training (training fee)	£250.00	£0.00
PKF Littlejohn LLP (external audit fee)	£960.00	£160.00
North Northants Council (business rates for October)	£289.00	£0.00
S & A Corby Hotels (catering fee for training day)	£179.55	£0.00

R Raj ( September expenses)	£43.90	£0.00
M Reuby (Expenses for Ukraine hub event)	£200.00	£0.00
A McDaid (September expenses)	£39.34	£0.00
North Northants Council (electricity re-charge for quarter)	£53.88	£8.98
<i>Environmental prize awards (bamboo stationery)</i>	£194.97	£0.00
<i>Logo re-work for environment committee</i>	£200.00	£0.00
<i>NCALC climate change conference 2 delegates</i>	£110.00	£22.00

## RECEIPTS

HMRC (VAT re-claim for period 1.12.21-31.3.22)	£9260.01	£0.00
North Northants Council (half year precept)	£157,000.00	

- *Items which are asterixed indicates VAT cannot be recovered*
- *Items in italics indicate they are within the budget for the environmental committee. The Clerk is to produce a guideline for committee spend.*

### 171/22 INTERNAL CONTROL CHECK

Cllr Armour reported that the internal control check had been completed for the period 1<sup>st</sup> April 2022-30<sup>th</sup> June 2022. Cllr Buckingham and the Clerk to liaise to schedule for the period 1<sup>st</sup> July 2022-30<sup>th</sup> September 2022.

### 172/22 BUDGET MONITORING REPORT AND BANK RECONCILIATION REPORT

The budget monitoring report and the bank reconciliation were received and noted for the period ending 30<sup>th</sup> September 2022.

### 173/22 STUDY TOUR

It was **RESOLVED** to delegate the organisation of the proposed study tour to the Town Clerk, and to liaise with Northants CALC who would organise and arrange the visit. The Town Clerk would attend with the Leader and the Deputy Leader and provide a report on the visit.

### 174/22 POLICIES

It was **RESOLVED** to adopt the following policies :

- Draft publication scheme
- Vexatious complaints policy
- Sponsorship Policy

### 175/22 LOCATION OF FOSL14 ENGINE

The grant awarded by the Town Council was pending award while the location for the FOSL14 engine was decided. It was **RESOLVED** for the Clerk to signpost them to North Northants Council as permissions would need to be sought from them for the siting of the engine.

### 176/22 DRAFT BUDGET FOR PERIOD 2023/4

The first draft of the budget for the period 2023/4 was circulated and noted by the Clerk and is to be agreed at the next Full Council meeting following a recommendation from the Finance committee.

#### **177/24 FUNDS TRANSFER TO ADDITIONAL TOWN COUNCIL ACCOUNT AND UPDATE RE BANKING ARRANGEMENTS**

It was **RESOLVED** to transfer the total sum of £85,000.00 to the Lloyds account in order to receive protection in accordance with FSCS compensation scheme limits. The Clerk reported that a call had been arranged with HSBC to arrange an account opening and that the Clerk would continue to investigate further bank accounts and other financial options for the Council. The report would be brought to Full Council for approval.

#### **178/24 ITEMS OF DISCUSSION AND DATES OF NEXT MEETINGS**

A discussion was held regarding pension funds and who fulfilled the role on behalf of the Town Council's pension scheme.

Date of next meeting - TBC

Meeting Closed 18.53pm

DRAFT