

Town Mayor – Cllr Tafadzwa Chikoto

Town Clerk – Felicity Ryan

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Minutes of the meeting of Corby Town Council Finance & Resources Committee held at 6pm, 26th July 2022 at the Weldon Room, Corby Cube, George Street, Corby NN17 1QG.

PRESENT:

Cllr S Rielly Cllr M Reuby
Cllr M Pengelly Cllr M Keane
Cllr Lyn
Buckingham

Also present : F Ryan (Town Clerk)

95/22 APOLOGIES FOR ABSENCE

It was **RESOLVED** to approve apologies for absence from Cllr R Armour and Cllr R Beeby.

96/22 TO RECEIVE DECLARATIONS OF INTEREST RELATED TO BUSINESS ON THE AGENDA

Cllr Lyn Buckingham declared in relation to the grant application for Friends of Stewarts and Lloyds Locomotive 14 and Hearts of Young People as she had been working with these groups in relation to their projects but was not a committee member.

Cllr S Rielly declared in relation to the grant application on behalf of Hearts of Young People as he had been working with the group in relation to their project.

97/22 PUBLIC PARTICIPATION

No members of the public present.

98/22 MINUTES OF LAST MEETING

It was **RESOLVED** to approve the minutes from the last meeting held on 3^{1st} May 2022 and 20th June 2022 and they were signed by the chairman.

99/22 TOWN COUNCILLORS GRANT APPLICATIONS

The terms and conditions of the grant awarding policy were discussed. It was **RESOLVED** to defer the proposed changes to the next Full Council meeting.

It was **RESOLVED** to approve applications from the following community groups :

- (Cllr S Rielly left the meeting) Hearts of Young People - £1000.00 on the condition that the project becomes self-funding. (Cllr S Rielly returned to the meeting)

- (Cllr Lyn Buckingham left the meeting) FOSL14 - £1000.00 – on the condition that the engine is re-located to Corby within 3 years. (Cllr Lyn Buckingham returned to the meeting)

It was **RESOLVED** to defer to the following application:

- Encompass – to invite members of the group in to discuss the set up of the organisation.

It was **RESOLVED** to refuse the following application :-

- Corby Town Youth Football Club – due to the nature of the project and the other funding opportunities available to the group.

100/22 SCHEDULE OF PAYMENTS AND RECEIPTS

It was **RESOLVED** to note and approve the following payments:

Payee	Amount	VAT Included
Salary and Pension costs for June	£6,552.11	£0.00
HMRC (Tax and NI for Q.1)	£5965.18	£0.00
BT Group (direct debit for June)	£40.74	£6.79
F Ryan (Clerk expenses)	£118.30	£0.00
Cloudy IT Group (June Direct debit for IT support and software)	£416.19	£69.36
Amazon for Business (laminating pouches)	£28.33	£4.72
Amazon for Business (ink)	£200.44	£33.41
Amazon for Business (ink)	£59.80	£9.97
SLCC (Social media training R Raj)	£42.00	£7.00
SLCC (Social media training A McDaid)	£42.00	£7.00
R Raj (June expenses)	£96.05	£0.00
BT Group (direct debit for July)	£40.74	£6.79
North Northants Council (service charge for Q2)	£2370.95	£395.16
Salary and Pension costs for July	£6,645.66	£0.00
Starboard systems (Scribe accounting software annual fee)	£1503.60	£250.60
Amazon for business (wreath for armed services day)	£25.98	£4.34
Amazon for business (wreath ring for armed services day)	£6.99	£1.17
North Northants Council (business rates for month)	£289.00	£0.00
Crust and Crumb (T Cruise, refreshments for armed forces day)	£240.00	£0.00
Bank charges for quarter	£18.00	£0.00
Multipay set up fee for bank card	£50.00	£0.00
Amazon for Business (5x reams paper)	£33.55	£5.59

It was further **RESOLVED** to approve the following payments :

R Raj (July expenses)	£127.13	£0.00
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Northants CALC media training (S Rielly and F Ryan)	£76.00	£15.20
F Ryan (June/July expenses)	£118.30	£0.00
M Reuby (payment to piper for Armed services day)	£50.00	£0.00
Northants CALC annual subscription	£6778.91	£0.00
M Pengelly (gas bottle for beacon lighting event)	£41.99	£0.00
North Northamptonshire Council (hall hire at Hazelwood June)	£35.00	£0.00
North Northamptonshire Council (hall hire at Hazelwood July)	£28.00	£0.00
North Northamptonshire Council (hall hire at Hazelwood August)	£28.00	£0.00
A McDaid (July expenses)	£22.06	£0.00

101/22 INTERNAL CONTROL CHECK

Cllr Lyn Buckingham had attended the office in the presence of the Clerk and completed internal control check for the period 1st January 2022-31st March 2022. Cllr Armour was due to complete the period from 1st April 2022-30th June 2022.

102/22 BUDGET MONITORING REPORT

The budget monitoring for the period ending 30th June 2022 was circulated and noted. At present all forecasting predictions were within range.

103/22 SERVICE CHARGE ESTIMATE FOR 2022/3

The service charge estimate for the next financial year for the Town Council office was received and noted to be in the sum of £6744.94 + VAT.

104/22 STAFF PARKING

It was **RESOLVED** to approve a purchase order to be raised with NNC for no more than £350.00 per annum for an additional staff car parking pass for Victoria Place.

105/22 INTERNAL AUDITOR APPOINTMENT

It was **RESOLVED** to approve the appointment of Northants CALC in the sum of £455 + VAT for the financial year 2022/3.

106/22 SOCIAL MEDIA BUDGET

It was **RESOLVED** to approve a Canva subscription in the sum of £131.88 incl VAT to be paid via Town Council Multi pay card now held by the Clerk

107/22 TRAINING/TEAM BUILDING DAY

It was **RESOLVED** to delegate to the Clerk to arrange a team building/away day to include a days training with a budget not to exceed £1000.00.

108/22 PA SYSTEM

It was **RESOLVED** to approve a quote for a portable PA system to be used for events :

QTA15PA system 2 microphones, remote control 15" actual size 40cm x 42cm x 68cm currently reduced price of £293.14 inc VAT (currently reduced by 13% £47 off)

Plus a stand £25.20

And a cover £9.99

Total £328.33

109/22 COUNCILLOR DEVICES

A previous decision had been made at minute ref 152/21 to purchase devices as required by Councillors. A further device was now required. Cllr S Rielly confirmed he was not utilising his device and would return this to the Clerk to re-distribute.

110/22 CIVIC REGALIA

It was **RESOLVED** to defer the quotes for updates to the Civic Regalia and the Clerk to invite the Events Officer to the next meeting to discuss the options.

111/22 ITEMS OF DISCUSSION AND DATES OF NEXT MEETINGS

A discussion was held regarding the ability to create a councillor empowerment fund for town councillors.

Date of next meeting : 20th September, 6pm, Weldon Room, Corby Cube

Meeting Closed 7.20pm