



Town Mayor – Cllr Lawrence Ferguson

Town Clerk – F Ryan

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All members of the Finance and Resources Committee are summoned to attend a meeting of the committee at the Weldon Room, Corby Cube , Corby, NN17 1QG on **Monday 7th February 2022 at 5.00pm** for the purpose of transacting the following business.

Members of the press and public are welcome to attend.

Signed:

Felicity Ryan

Felicity Ryan

Town Clerk & Proper Officer

1st February 2022

AGENDA

141/21 APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

142/21 TO RECEIVE DECLARATIONS OF INTEREST RELATED TO BUSINESS ON THE AGENDA

(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.)

143/21 PUBLIC PARTICIPATION

(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting.)

144/21 MINUTES

To approve the minutes of the previous meeting held on 7th December 2021

145/21 PAYMENTS AND RECEIPTS FOR APPROVAL

Payee	Amount	VAT Included
Northants CALC (Code of Conduct training)	£315.00	£0.00
Autela Payroll Services	£50.40	£8.40
Salary costs for December	£3041.40	£0.00
HMRC (Tax for quarter)	£3890.80	£0.00
Salary & Pension costs for January	£3533.80	£0.00
Impact PR (inv 2388) shop window competition	£1632.00	£272.00

Impact PR (inv 2384) advert windows	£1800.00	£300.00
Impact PR (2383) daily prizes	£1794.00	£299.00
Impact PR (2381) press and radio ad	£2940.00	£490.00
Impact PR (2380) magazine ads	£900.00	£150.00
Impact PR (2379) campaign for ad	£2154.00	£359.00
Impact PR (2378) space costs for papers	£2400.00	£400.00
Impact PR (2386) graphics	£1068.00	£178.00
BT (payment for broadband)	£40.74	£6.79
Cloudy IT (monthly IT fee)	£145.98	£24.33
North Northamptonshire Council (election costs)	£43,508.29	£0.00
Northamptonshire Pension Fund (valuation fee)	£2400.00	£400.00
North Northamptonshire Council (service charge for quarter from 25.12.21)	£2370.95	£395.16
Quantum print services Ltd (banners for market event)	£186.00	£21.00
Northants CALC (Councillors as Employers Course)	£315.00	£0.00
M Pengelly (expenses for refreshments for HMD event)	£172.50	£0.00
Amazon (candles for HMD event)	£35.99	£6.00
F Ryan (clerk expenses)	£29.32	£0.00
Amazon for Business (stationery)	£7.99	£1.33
Amazon for Business (stationery)	£24.57	£4.10
2commune Ltd (website domain for one year)	£480.00	£80.00
SLCC (Practitioners Conference for Clerk)	£90.00	£15.00
Northants CALC (GDPR course)	£38.00	£0.00
TOTAL	£75,364.73	£3,410.11

RECEIPTS

North Northamptonshire Council (Welcome Back Fund Claim Period 1	£18,840.00	£0.00
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146/21 BUDGET MONITORING AND BANK RECONCILIATION APPROVAL

To monitor the spend against budget to the period ending December 2021 and to receive the bank reconciliation for the period ending 31.12.21

147/21 TOWN COUNCILLORS GRANT APPLICATIONS

To receive the grant applications received to date and to make awards if applicable.

148/21 INTERNAL CONTROL INSPECTION

Cllr Ross Armour had attended and inspected the financial transactions to the period ending 31.12.21.

149/21 TO REVIEW PROPOSALS FOR THE REMAINING ALLOCATION OF THE WELCOME BACK FUND TO BE SPENT BY 31.3.22.

150/21 TO ADOPT THE FOLLOWING POLICIES AND STATUTORY DOCUMENTS

- **INTERNAL CONTROL POLICY**
- **RISK ASSESSMENT**
- **EMERGENCY PLAN**
- **RESERVES FUND POLICY**
- **COMPLAINTS PROCEDURE**
- **ACCESSIBILITY STATEMENT**
- **PRIVACY NOTICE**
- **LONE WORKING/HOME WORKING RISK ASSESSMENT POLICY**

151/21 POLICE LIASION REPRESENTATIVE

To appoint a member to be police liaison representative.

152/21 TABLETS/DEVICES FOR COUNCILLORS

To receive the quotes received and consider whether to purchase devices for members

Quote 1 = Lenovo Tab X 17 = £6008.50 (excl VAT) **incl set up keyboard and case** plus £134.30 per month for device maintenance (optional)

Apple I Pad X 17 = £9612.33 (excl vat) **incl setup keyboard and case** plus £134.30 per month for device maintenance (optional)

Quote 2 = Lenovo Tab X 17 = £4233.00 incl VAT

I pad X 17 = £9163.00 incl VAT

Quote 3 =

Lenovo tab X 17= £4249.83 (incl VAT)

I pad X 17 = £9843.00 (incl VAT)

153/21 BUSINESS CARDS FOR COUNCILLORS

To receive quotes for 18 sets of business cards for Councillor and Clerk use.

154/21 DEBIT CARD/CREDIT CARD FOR COUNCIL USE

To authorise the Clerk to report on the different types of cards available for Council use and the terms of use.

155/21 STRATEGIC PLAN

To consider the services of an external provider to assist the Council in developing a strategic plan to cost in the region of £1800.00 excl VAT.

To review the questionnaire responses received from the initial consultation.



156/21 TO RECEIVE A REPORT REGARDING CORBY CAR POOL

A report has been prepared by Cllr Lyn Buckingham.

157/21 AMP GRANT AWARD

To note the AMP grant award in the sum of £4000.00 to be claimed by 18th March 2022.

158/21 NORTH NORTHAMPTONSHIRE CONSULTATIONS

- Enhanced partnership plan in relation to the bus network
- Budget consultation

159/21 MATTERS FOR DISCUSSION