



**Town Mayor** – Cllr Tafadzwa Chikoto

**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 **Tuesday 26<sup>th</sup> July 2022 at 6.00pm** 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

19<sup>th</sup> July 2022

## **AGENDA**

### **95/22 APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence

### **96/22 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.)

### **97/22 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 chairperson of the meeting.)

### **98/22 MINUTES OF LAST MEETING**

To receive and approve the minutes from the last meeting held 31<sup>st</sup> May 2022 and 20<sup>th</sup> June 2022

### **99/22 TOWN COUNCILLORS GRANT APPLICATIONS**

To review the terms and conditions of the grant awarding policy

To receive the grant award recommendation report and make awards to the applications received

## 100/22 SCHEDULE OF PAYMENTS AND RECEIPTS

To receive the list of payments made throughout the month:

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

To approve the following payments :

R Raj ( July expenses)	£127.13	£0.00
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

#### **100/22 INTERNAL CONTROL CHECK**

To note the internal control check for the period 1<sup>st</sup> January 2022-31<sup>st</sup> March 2022 and to schedule for the period 1<sup>st</sup> April 2022-30<sup>th</sup> June 2022.

#### **101/22 BUDGET MONITORING REPORT**

To receive the budget monitoring for the period ending 30<sup>th</sup> June 2022

#### **102/22 SERVICE CHARGE ESTIMATE FOR 2022/3**

To receive the service charge estimate for the next financial year for the Town Council office

#### **102/22 STAFF PARKING**

To approve a purchase order to be raised with NNC for the sum of £300.00 per annum for an additional staff car parking pass for Victoria Place

#### **103/22 INTERNAL AUDITOR APPOINTMENT**

Northants CALC appointment in the sum of £455 + VAT

#### **104/22 SOCIAL MEDIA BUDGET**

To approve a subscription to Canva for the sum of £131.88 incl VAT to be paid via Town Council Multi pay card now held by the Clerk

#### **105/22 TRAINING/TEAM BUILDING DAY**

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.

#### **106/22 PA SYSTEM**

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



**107/22 COUNCILLOR DEVICES**

To note the decision made at minute ref 152/21 and to purchase an additional device for the quote received in the sum of £385 + VAT with a £7.90 monthly maintenance fee.

**108/22 CIVIC REGALIA**

To receive quotes for updates to the Civic Regalia

**109/22 ITEMS OF DISCUSSION AND DATES OF NEXT MEETINGS**