

**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, 31<sup>st</sup> May 2022 at the Weldon Room, Corby Cube, George Street, Corby NN17 1QG.

**PRESENT:**

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

Also present : F Ryan (Town Clerk)

**28/22 APOLOGIES FOR ABSENCE**

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

**29/21 TO RECEIVE DECLARATIONS OF INTEREST RELATED TO BUSINESS ON THE AGENDA**

Cllr Lyn Buckingham declared in relation to the grant application for FOSL14 as she had been working with them in relation to the project but was not a committee member.

**30/22 PUBLIC PARTICIPATION**

No members of the public present.

**31/22 MINUTES OF LAST MEETING**

It was **RESOLVED** to approve the minutes from the last meeting held on 3<sup>rd</sup> May 2022.

**32/22 SCHEDULE OF PAYMENTS AND RECEIPTS**

The payments and receipts were noted and approved as follows :

Payee	Amount	VAT Included
Salary and Pension costs for May (includes backdated LGA pay award for pro rata period ending 31.3.22)	£7029.45	£0.00
North Northamptonshire Council (Business rates for period 1.4.22-31.5.22)	£582.80	£0.00
BT Group (direct debit)	£40.74	£6.79
F Ryan (Clerk expenses)	£34.20	£0.00
Cloudy IT Group (Direct debit for IT support and software)	£ 332.19	£
Amazon for Business (Laptop cases)	£26.40	£4.40
Amazon for Business (Heavy Duty Stapler)	£15.99	£2.67
Amazon for Business (Office bins X 2)	£21.98	£3.66

Amazon for Business ( staplers x 2)	£12.40	£2.06
AJG Community Schemes (Insurance for period 1.6.22-31.5.23_	£1977.60	£0.00
AJG Community Schemes (cyber insurance for period 1.6.22-31.5.23)	£319.20	£0.00
Adam Tuck (Rouge Dragon Pursivaunt) crest arm certificate	£330.00	£0.00
A McDaid (expenses for May)	£43.76	£0.00
M Pengelly (van hire for storage of Town Council items)	£46.80	£0.00
Amazon for Business (laminator)	£50.66	£8.45
Amazon for Business (Ivy for pole fair arch)	£41.31	£6.90
SLCC (Management in Action Course 8/9th June)	£396.00	£66.00

#### RECEIPTS :

NNC FINANCE (Welcome Back Fund final allocation)	£3787.15
NNC FINANCE (Precept for half year)	£157,000.00

The Events Committee budget and spend was received and noted to the period ending 31.5.22.

#### 33/22 TOWN COUNCILLORS GRANT APPLICATIONS

It was **RESOLVED** to defer the applications from FOSL14 so that the Clerk could obtain further information from the applicant. It was also **RESOLVED** to defer to the application from Highland Gathering due to late submission. It was further **RESOLVED** that the Clerk would prepare a recommendation for circulation no later than 3 days before the meeting to advise on grant eligibility.

#### 34/22 FINANCIAL MANAGEMENT SYSTEM

The Clerk reported that in accordance with the Internal audit report, a financial management system was required. Quotes and meetings had been held with three companies and recommendations had been sought from other users.

- Option 1 = £134 set up fee £596 annual cost + VAT
- Option 2 = £1535 set up fee £506 annual cost + VAT
- Option 3 = £497 set up fee £756 annual cost + VAT

It was **RESOLVED** to proceed with Option 3 due to product specification, support and their tailor made for council product. **ACTION : Clerk to proceed with financial system integration.**

#### 35/22 SOCIAL MEDIA MARKETING BUDGET



The Clerk reported that in order to raise the profile of the Town Council, some marketing was required via social media. **ACTION : Clerk to bring a report to the next meeting confirming costs and recommendations.**

### **36/22 INTERNAL CONTROL CHECK**

Cllr Lyn Buckingham attended the office to complete the internal control check for the period 1<sup>st</sup> January 2022=31<sup>st</sup> March 2022 This was deferred to a later date.

### **37/22 BUDGET MONITORING FOR PERIOD ENDING 31.3.22**

The Clerk circulated the end of financial year budget monitoring for the period ending 31<sup>st</sup> March 2022 and this was noted.

### **38/22 ITEMS OF DISCUSSION AND DATES OF NEXT MEETINGS**

A discussion was held regarding a knife amnesty box for the town.  
A meeting had been held between NNC Councillors regarding the car pool in Corby.

Date of next meeting 28<sup>th</sup> June 2022, 6pm, Weldon Room, Corby Cube

Meeting Closed 7pm

Signed *S Rielly* Dated : 26<sup>th</sup> July 2022