



EMERSONS GREEN
TOWN COUNCIL

Minutes of a Meeting of the Finance Committee

28 May 2020

Held via Skype due to COVID-19 restrictions

Present: Councillors R Nichols (Chairman), S Budd, J Hunt, C Johnson

Attendees: Kath MacConnachie (Town Clerk)

95. Apologies

Apologies for absence were received from Councillors Adams, Todd, Hill and Al Hassan.

96. Declarations of interest under the Localism Act 2011

There were no reported conflicts of interest.

97. Minutes of 23 April 2020

It was **Resolved** that the minutes of 23 April 2020 were an accurate record of the meeting.

The only matter outstanding from the agenda was the Elm Tree Farm grant application, on which a decision had been deferred as Councillor Hill had been unable to participate in the discussion due to technical issues. As Councillor Hill had sent apologies for this meeting, it was agreed to carry the item forward to the June agenda. It was agreed that if Councillor Hill was unable to attend the June meeting for any reason, that her thoughts on the grant application be sought by the Clerk in advance of the meeting.

Action: Clerk

98. Payments

The additional payments made in April, which were in addition to the schedule circulated at the April meeting, were noted. These were:

- Payment of invoice YIS030 to Youth In Sudbury, which was not processed earlier in the year. The Clerk had made payment under the late payments provision in the Financial Regulations paragraph 5.5(a), and was reporting this retrospectively, accordingly.
- Payment of the Covid-19 Supplier Relief payments as agreed at the April meeting.
- Payment of the St Peter's Hospice grant of £2,500, as the BACS payment earlier in the year had failed.

The meeting considered the schedule of payments for May 2020 which was circulated in advance of the meeting. Councillor Nichols queried why there was an invoice for payment to The Brandon Trust in addition to the supplier relief payment. The Clerk explained that the supplier relieve payment did not include payment for the litter picking work, as this information was not available, or factored in, at the time. The Clerk suggested that it made sense to pay the invoice as it stood rather than recalculate the supplier relief payments. The Clerk noted that the Brandon Trust had started to

undertake some work where safe to do so, and that they had undertaken to catch up as much as possible into the Autumn.

Covid-19 Supplier Relief payments: These were noted for May 2020.

It was **Resolved** that the payments be approved and authorised for payment by the Chairman and Clerk, as per the circulated schedule.

Action: Clerk

99. **Bank Statements & Bank Reconciliations**

The difficulties of checking bank statements and reconciliations via a Skype meeting was noted. The Clerk asked if there was a volunteer to check the bank reconciliations outside of the meeting, and to report back to Finance Committees, as per the provisions in the Financial Regulations.

Councillor Nichols volunteered to check bank reconciliations and to report back to future meetings for the duration of non-face-to-face meetings. This was **Resolved** by the Committee.

The Clerk noted that £50k had been transferred from the Barclays current account to the Barclays savings account transfer.

100. **Grants**

- **Marie Curie - £1000:** The committee consider the grant application which had been circulated in advance. It was Resolved to recommend the approval of this grant funding application to Full Council, for funding in accordance with its powers under sections 137 and 139 of the Local Government Act 1972.

Action: Clerk

101. **2019/20 Year End Accounts**

The 2019-20 year-end Income and Expenditure report had been circulated in advance and was noted by members.

Councillor Johnson queried the variation in actual election costs versus budgeted election costs. The Clerk explained that the costs of elections varied greatly dependant on whether the seats are contested or uncontested, and that this cannot be predicted at the time of budget setting.

There were no further queries. The Clerk noted that the AGAR would be taken to the June Full Council meeting.

102. **Items to report from members**

Councillor Budd mentioned that the basketball court on Blackhorse playing field was being well utilised during the COVID-19 lockdown. He noted that the court markings for tennis, basketball etc had become very faint and wondered if Mangotsfield football club, who owned the field, would wish to make a grant application to fund the remarking of the court.

Councillor Nichols explained that the long-term plan was for the court to become a car park, as dependent on funding, they were hoping to build a new club house.

103. **Date of next meeting:** Thursday 25 June 2020, 19.00, by Skype