

**Notes from FINANCE AND GOVERNANCE COMMITTEE meeting held 25<sup>th</sup> July  
2022 at 2.30pm at Town Hall FIN REP 07.2022**



Present – Cllr Betts, Cllr Jordan, Cllr Ladd. Also, Present Town Clerk  
**No Quorum was present, so the meeting was held for information only.**

1. **Apologies:** To receive apologies for absence. Apologies from Cllr Flunder and Cllr Betts.

2. **Declarations of interest:**

- a. To receive any declarations of Personal Interest regarding the agenda. Nil
- b. To receive any declarations of Pecuniary Interest regarding the agenda. Nil
- c. To receive any request for dispensations regarding the agenda. Nil

3. **Matters from the public on matters relating to matters on the agenda**

Nil

4. **Minutes of the last meeting Fin Rep 06.2022**

Minutes had been to STC full council meeting.

5. **Management accounts 2022-2023.**

Mgt accounts – see documents attached for the month end June 2022.

The Town Clerk presented the mgt accounts for the first quarter highlighting transactions on a line-by-line basis.

See attached.

The annotated mgt accounts were explained and discussed with specific reference to.

Grants - Millennium Foundation are due to pay back the £10k donation in due course

Cil - £4733 was received April 2022

Car charging – income is due

Insurance contributions are to be collected

Grant expenditure - £4709 relates to jubilee and RDPE grant

Insurance – was paid in previous years' accounts for all of 2022

Annual events expenditure includes Jubilee

Prof fees Station Rd are being paid only once confirmation is received from Project Mgrs. that the work has been carried out as expected and is in line with the Project Budget.

Total income for the first quarter was £128,599 whilst total expenditure was £82,186. No loan repayment has been due.

Balance sheet presented to all members.

After full discussion, there were no matters of concern to highlight noted by the Finance Cttee within the 3-month accounts relating to expenditure or income.

The month end management accounts and bank reconciliations for June 2022 were reviewed and approved by the Chair of the Cttee and signed off as required.

6. **Grants to apply for and donation requests** – update of those received and any new opportunities/ requests. Includes request from PROW working group for budget £500 as agreed in principle by STC.

PROW budget for £500 donation to be taken from Sustainable travel budget of £8k

With regards to the Employment group recommendation as below; the equipment to be taken from the asset purchase budget and the training to be allocated to the training budget.

7. **Employment group recommendations re staff equipment and training.**  
See Employment working group notes and budget allocation as above.

**8 Governance**

Data Protection compliance including Cyber security - Councillor training/ information  
Councillor IT – to consider the ‘Bring your own device’ Policy

To be carried forward to future agenda.

*Other* – It was suggested that climate group/ landlords cttee might like to look into the possibility of solar panels on Kilcock Cliff toilet.

**9. If Required**

**Exclusion of Public and Press:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following.*

Property rental matters/consideration of commercial quotes/ staffing matters

Nil