

**MINUTES OF THE
FINANCE COMMITTEE MEETING
WEDNESDAY 16 FEBRUARY 2021**

HELD AT THE GUILDHALL, LOAD STREET, BEWDLEY

PRESENT

Councillors – Cllrs, S Billet, J Byng, A Coleman, R Coleman, C Edginton White, P Gittins MBE, I Latimer, R Stanczyzyn (Committee Chairman and Deputy Mayor)

In attendance:

Tracy Bodley, Town Clerk

F-38 Apologies for absence

Apologies were received and recorded below:

Cllr	Reason
Davies	Unable to attend
Lacy	Work commitments

F-39 Declarations of Interest

Members were reminded of the requirement to declare all interests:

Cllrs Byng, A Coleman, R Coleman and Edginton White have a standing declaration in their respective roles as members of Wyre Forest District Council and Cllrs Byng and Edginton White as Trustees to Friends of Riverside North Park; any comments made at town council or Committee meetings on Localism, Riverside North Park and other town environs are made prior to possession of the full facts and would not amount to pre-determination.

F-40 Councillor Dispensations

Following a declaration of interest at minute reference 39, it was noted that Cllrs Byng, A Coleman, R Coleman and Edginton White have a dispensation in place up to May 2023 for discussion and voting on agenda items covering interests as detailed above.

F-41 Public Question Time

None present.

F-42 To approve schedule of payments as detailed on page 12

RESOLVED: That the schedule of payments as at 16 February be approved for payment.
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F-43 To note the current financial position – Please see January bank reconciliation

That the January bank reconciliation be **noted**.

F-44 To note the comparison of budget to actual income and expenditure as at 31 January 2022.

Circulated prior to the meeting, members were asked if they had any questions relating to the current expenditure.

Cllr Edginton White asked if the council was in a position to determine the financial year end position with an approximate figure provided by the Chairman based on current expenditure divisible of months contained within the figures and multiplication of the remaining months.

Cllr R Coleman asked what the budget status for VAS Signs would be in FY2022/2023 and it was reported that this stood at nil given the recent purchase of 2 VAS signs. Cllr R Coleman remarked that the priority in positioning these signs did not align with a previous commitment to install a VAS sign on Dowles Road. Cllr A Coleman requested confirmation that the sum of money contained within earmarked reserves for the Welshgate Planting Project remained. The Town Clerk confirmed that this was the case. Cllr Coleman continued that a local resident who carried out voluntary maintenance work at Welshgate had passed away and it was proposed that the remaining funds would be spent to purchase a memorial tree. A request was made that a letter of condolence should be sent to the family and the Town Clerk asked for Cllr A Coleman to forward details in order that a letter could be drafted.

RESOLVED:

- i) That the purchase of 1 additional VAS sign to be installed on Dowles Road be considered at Town Council with funds vired from a budget underspend.
- ii) That the comparison of budget to actual income be **noted**.

F-45 Grant Applications

The following grant applications were considered with recommendations to be ratified at the Town Council Meeting on 7 March 2022.

	Organisation Name	Grant Request	Award Recommendation	Notes
5	Community Transport Helpline Ltd	£1,000	£1,000	When notifying of award state that the organisation is welcome to re-apply in the next financial year.
6	The Bewdley School	£1,000	£1,000	N/A
7	Kidderminster and Wyre Forest Armed Forces & Veterans Breakfast Club	£1,000	£500	Subject to the provision of a set of accounts and expansion of detail on the project.
8	Wyre Forest Citizens Advice Bureau	£2,000	£1,000	When notifying of award state that the organisation is welcome to re-apply in the next financial year.
9	Bewdley & District Horticultural Society	£300	£300	N/A
Total		£5,300	£3,800	
Grant fund budget remaining			£8,700 (Grant underspend)	

F-46 Date of Next Meeting – 16 March 2022, following the Planning Meeting in the Guildhall, Load Street, Bewdley.

The meeting concluded at 18:22hrs


R Stanczyszyn (Mar 21, 2022 09:41 GMT)

Signed.....
 The Chairman of the Finance Committee
 16 March 2022


RS

Minute Reference F-42 Schedule of Payments

Agenda Item: F-42 To Approve Schedule of Payments					
Voucher	Code	Description	Net	VAT	Total
337	VAS Signs	VAS Signs	6,035.00	1,207.00	7,242.00
338	Town Clerk Office Refurbishment	IT Equipment	3,821.00	764.20	4,585.20
339	Town Clerk Office Refurbishment	Credit note	-4.80	-0.96	-5.76
340	Mayor's Chain Maintenance	Velvet backing to Mayoral Chain	237.86	47.57	285.43
334	Garage Rent - rear 14 Load St	Garage Rent	250.00	0.00	250.00
336	Mayor's Expenses	Charity Event - Sue Bish Bash	8.00	0.00	8.00
341	Guildhall Lease Hire	Guildhall Rent	55.00	0.00	55.00

Minute Reference F-43 January Bank Reconciliation

Bank Reconciliation at 31/01/2022			
	Cash in Hand 01/04/2021		155,356.59
	ADD Receipts 01/04/2021 - 31/01/2022		225,746.77
			381,103.36
	SUBTRACT Payments 01/04/2021 - 31/01/2022		152,928.53
A	Cash in Hand 31/01/2022 (per Cash Book)		228,174.83
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2022	184.57	
	Together Group 31/01/2022	150.00	
	Scottish Widows 31/01/2022	30,870.63	
	Cambridge Building Society 31/01/2022	30,000.00	
	Unity Trust Savings Account 31/01/2022	10,653.58	
	Unity Trust Current Account 31/01/2022	156,876.65	
			228,535.43
	Less unrepresented payments		360.60
			228,174.83
	Plus unrepresented receipts		
B	Adjusted Bank Balance		228,174.83
	A = B Checks out OK		






Finance Committee Minutes 16 February 2022

Final Audit Report

2022-03-21

Created:	2022-03-18
By:	Tracy Bodley (townclerk@bewdleytowncouncil.org)
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