



BEWDLEY
Town Council

**PUBLIC NOTICE OF MEETING AND
SUMMONS TO FINANCE AND FACILITIES COMMITTEE MEMBERS**

The meeting of the **Finance and Facilities Committee** will be held in the back meeting room of **Guildhall, Load Street, Bewdley**
Monday, 25 March 2024 at 4.00pm

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under agenda item F-292 below. Members of the public are permitted three minutes to speak and may ask questions or raise concerns regarding matters on this agenda or for future consideration.

There is no expectation on the council to respond to any comments made at this time. Members of the public wishing to address the council should send their questions or reports to the Town Clerk no later than 1pm on the day of the meeting.

AGENDA

F-289 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE

F-290 DECLARATIONS OF INTEREST

Councillors are reminded: -

- i) Register of Interests: Councillors are reminded of the need to update their Register of Interests.
- ii) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- iii) To declare any Other Disclosable Interests (Pecuniary or Non-Pecuniary) in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest or Other Disclosable (Pecuniary or Non-Pecuniary) Interest which falls within the Code of Conduct para 12 (4) (b) must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

F-291 DISPENSATIONS

To be advised of written requests from Town Councillors to the Town Clerk to grant a dispensation to stay in the meeting, speak and/or vote on matters for which they have declared an interest in keeping with s33 of the Localism Act 2011 and the Council's adopted Standing Orders and Code of Conduct.

F-292 OPEN SESSION TO HEAR FROM MEMBERS OF THE PUBLIC

F-293 TO APPROVE THE PREVIOUS MINUTES

To approve adoption of the minutes of the Finance and Facilities Committee held on 26 February 2024.

F-294 FINANCE

- i) To approve the current schedule of accounts including invoices to be paid and invoices paid as a matter of urgency. Page 4.
- ii) To note the current financial position – Please see February bank reconciliation. Page 4.
- iii) To note the comparison of budget to actual income and expenditure as at 11 March 2024. Pages 5 – 6.

F-295 WCC AIR QUALITY SURVEY – For noting

As part of the programme of work for Air Quality, a survey has been launched to gather valuable insights from the community regarding air quality and air pollution. The survey will cover various aspects of air quality including perceptions, behaviours, concerns, as well as suggestions for improvement. By actively participating, individuals can contribute to shaping future air quality policies and initiatives to help make Worcestershire air better for everyone.

To complete the survey, please visit www.worcsregservices.gov.uk/airquality

The survey closes on 12th May 2024.

F-296 POLICING PRIORITIES

A request has been made to submit 3 Policing Priorities for the next quarter as part of the West Mercia Police Local Policing Charter. The deadline for submission is Wednesday 27 March and members are asked to propose three relevant priorities that it wishes the local policing team to concentrate on for the next three months. Previously the Finance and Facilities Committee at its meeting on 25 September 2023 identified policing priorities as follows:

- i) Increased police patrols in the town centre with a focus in providing patrols in Load Street and Severn Side South every Saturday evening between September to December.
- ii) Speeding with a focus on speeding vehicles along the bypass.
- iii) Greater police presence generally.

Members are asked to submit 3 priorities accordingly.

F-297 BEWDLEY CARNIVAL – Update for noting

Organisers of the Bewdley Carnival have provided an update on arrangements detailed as follows:

- i) The date is set for Saturday 29 June 2024.
- ii) The parade will start at Bewdley Pines Golf Club.
- iii) The procession will finish on Load Street with larger floats temporarily placed on the medical centre car park.
- iv) The Carnival Organisation hope to close Load Street and have a stage area and a number of stalls. The group also anticipate use of the upper and lower section of Load Street car park utilised for a funfair.
- v) The group would also like to make use of the proposed Bewdley Town Council shuttle and park and ride bus service for visitors to the town that provides out of town parking for the event.

F-298 RIVERSIDE NORTH PARK – MANHOLE SURROUNDS REPAIR – For noting

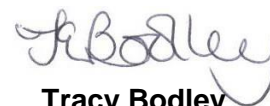
Following approval to carryout repair work to the manhole surrounds at Riverside North Park at the Finance and Facilities Committee Meeting held on 26 February 2024, work has now been completed with payment of such at voucher number 519 forming part of payments for approval at agenda item F-294 i). A photograph is provided below of the completed work.



F-299 DATE OF NEXT MEETING – Finance and Facilities Committee Meeting 29 April 2024, 4pm at the Guildhall.

Committee Membership: (7)

Cllr C Billett
Cllr J Byng (Chairman)
Cllr C Edginton White
Cllr P Gittins MBE
Cllr P Harrison
Cllr I Latimer
Cllr R Stanczyszyn


Tracy Bodley
Town Clerk
20 March 2024

Agenda Item F-294 i) Schedule of Accounts for approval

Voucher	Code	Payment Method	Description	Net	VAT	Total
509	RNP Grounds Maintenance Contract	BACS	Grounds Maintenance RNP	791.67	0.00	791.67
510	RNP Waste Collection Contract	DD	General Waste Collection RNP	36.70	7.34	44.04
511	Maintenance & Office Cleaning	BACS	Office Cleaning	84.00	16.80	100.80
512	Events / Arts Funding Expenditure	BACS	Half Term Riverside North Park	501.17	0.00	501.17
513	Christmas Illuminations Event	BACS	Electricity - Christmas Lights 2023	452.74	22.64	253.58
513	Christmas Illuminations Event	BACS	Electricity - Christmas Lights 2023	-211.24	-10.56	
514	Garage Rent - rear 14 Load St	BACS	Garage Rent	375.00	0.00	375.00
517	General Maintenance Outside the Lengthsman Scheme	BACS	Triangle Planted Area Wall Repair	285.00	0.00	285.00
518	Town Council Office Refurbishment	BACS	Small office fire door moved to opposite opening	210.00	42.00	678.00
518	Town Council Office Refurbishment	BACS	Installation of heater in the toilet	355.00	71.00	
519	RNP General Maintenance (inc graffiti removal)	BACS	Manholes covers repair in RNP	550.00	110.00	660.00
521	Software & Support	DD	IT support contract	209.00	41.80	250.80
522	Mayor's Expenses	BACS	Redditch Mayoral Charity Civic Dinner	80.00	0.00	80.00
523	Load Street Toilets Utilities - Energy	DD	Electricity Load St Toilets	317.77	15.89	333.66
524	Office Energy & Utilities	DD	Office Electric	376.97	75.39	452.36
525	Broadband & Landline	DD	Office Telephone	40.00	8.00	48.00
526	Town Council Office Refurbishment	BACS	Replacement sink for disabled toilets	300.00	60.00	360.00
527	Maintenance & Office Cleaning	BACS	Window Cleaner	10.00	0.00	10.00
528	Lengthsman	BACS	Lengthsman Scheme Duties	125.74	0.00	125.74
530	Meeting Room Hire	BACS	Room hire - Town Council Meetings Wyre Room	39.00	0.00	39.00
531	Load St Toilets Utilities - Water	DD	Water Usage Toilets	103.00	11.54	114.54
532	Defibrillator	N/A	Consumable replacement Defib - FOC	0.00	0.00	0.00
533	Postage	Credit Card	Stamps for Civic Award Letters	12.75	0.00	12.75
534	Neighbourhood Plan	BACS	Contractor admin work for NDP Consultation	245.33	0.00	245.33
535	Expenses	BACS	Travel and subsistence	49.44	0.00	49.44
536	Photocopier	BACS	Photocopier	22.21	4.44	26.65
537	Broadband & Landline	DD	Broadband	45.90	9.18	55.08

Agenda Item F- 294 ii) Bank Reconciliation February 2024

Bank Reconciliation at 04/03/2024			
	Cash in Hand 01/04/2023		155,071.36
	ADD Receipts 01/04/2023 - 04/03/2024		311,307.83
	SUBTRACT Payments 01/04/2023 - 04/03/2024		466,379.19
A	Cash in Hand 04/03/2024 (per Cash Book)		197,488.70
	Cash in hand per Bank Statements		
	Petty Cash 29/02/2024	169.52	
	Unity Trust Current Account 29/02/2024	23,384.28	
	Unity Trust Savings Account 29/02/2024	111,780.48	
	Scottish Widows 29/02/2024	62,201.31	
	Multipay Credit Card 04/03/2024	-79.16	
			197,456.43
	Less unrepresented payments		197,456.43
	Plus unrepresented receipts		32.27
B	Adjusted Bank Balance		197,488.70
	A = B Checks out OK		