

Minutes of the meeting of the **FINANCE AND STAFFING COMMITTEE**
held on **Monday 23rd September 2024 at 7.15 pm**
at **The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA**

PRESENT: Cllrs. S. Bowkett, E. Bunting, R. Connolly, A. Gould [Chair], D. Patrick, R. Perrin and S. Russell.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk and Cllr. B. Smith.

FS24.58 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. R. Young due to attending the Labour Party Conference.

FS24.59 DECLARATION OF INTEREST

No declarations of interest were made under the Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

FS24.60 DISPENSATIONS

No requests for dispensation had been received.

FS24.61 PUBLIC PARTICIPATION

None

FS24.62 MINUTES

Cllr. D. Patrick proposed to approve the minutes of the meeting of the Finance and Staffing Committee held on 2nd September 2024. The proposal was seconded by Cllr. E. Bunting and unanimously

RESOLVED:

To approve the minutes of the meeting of the Finance and Staffing Committee held on 2nd September 2024 as a true and accurate account of the meeting and were duly signed by the Chair as a true and correct record of proceedings.

FS24.63 BANK RECONCILIATIONS

Members received the bank reconciliations for the period ending 31st August 2024.

The account balances as at 31st August 2024 were confirmed as:

- Unity Trust Current Account - £4,555.73
- Unity Trust Deposit Account - £4,924.47
- CCLA Public Sector Deposit Fund – £356,391.15
- Worcestershire County Council 7 Day Notice Account - £21,035.28



RESOLVED:

- (i) To confirm and note that the Council's bank accounts had been appropriately reconciled to 31st August 2024.
- (ii) To confirm and note the receipts received and payments authorised from the Council's bank accounts from 1st August 2024 to 31st August 2024.

FS24.64 APPROVAL OF CREDITOR INVOICES

The schedule of creditor payments processed during August 2024 were examined by the Committee. It was noted that the payments were authorised online by two authorised Member signatories and the Town Clerk.

The Town Clerk highlighted an additional invoice had been received from Elan City Ltd for £2,200.00 plus VAT. The invoice was for the new Vehicle Activated Sign, which has been funded by the Police and Crime Commissioner with a grant of £2,200.00.

The schedule of outstanding invoices for payments were presented to Members and duly signed by the Chair.

It was proposed by Cllr. S. Russell seconded by Cllr R. Connolly and unanimously:

RESOLVED:

- (i) To approve the schedule of paid invoices processed during August 2024.
- (ii) To approve the schedule of outstanding invoices for payment including the additional invoice from Elan City Ltd and the payments made during September.

FS24.65 BACS/BACSTEL-IP SERVICES APPLICATION

It was proposed by Cllr. R. Connolly seconded by Cllr. E. Bunting and unanimously

RESOLVED:

To approve the BACS/BACSTEL-IP Services application for the processing of salaries via Shropshire Council and additional bank charges.

FS24.66 EXCLUSION OF PRESS AND PUBLIC

Members agreed the exclusion of Press and Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

FS24.67 TRAINING

No points raised for discussion.



FS24.68 RE-ADMISSION OF PRESS AND PUBLIC

There being no further confidential business, Members agreed a motion to readmit the press and public for the remainder of the meeting.

FS24.69 DATE AND TIME OF NEXT MEETING

Monday 21st October 2024 at 7.15pm

Meeting closed at 7.27 pm.

Signed

Date

