

**EARL SHILTON TOWN COUNCIL**

***MINUTES of the FINANCE WORKING PARTY MEETING***

Held at 6.30 p.m. on

**Monday 08 August 2016**

At the Council Office, 21, Wood St., Earl Shilton, LE9 7NE.

**MEMBERS PRESENT:**

Councillors: Cllrs Mrs CM Coe, (Chairman), A Greenwood and M Tebbett

In attendance: Town Clerk – Mr ME Jackson.  
Members of public – nil.

1. Welcome and opening remarks followed by election of a Working Party Chairman for the remainder of the current Council year.

***Resolved: to elect Cllr Mrs CM Coe to Chair for this meeting date only.***

2. To receive apologies for member absence.

**Cllr J Brown** (personal commitment) and **Cllr S Hardy** (business commitment).

***Resolved: apologies to be noted.***

3. Declarations of interests. To receive disclosures of members' interests, i.e. the existence and the nature of those interests in respect of items on this agenda.

**Cllr A Greenwood** for items concerning Earl Shilton in Bloom (ESiB) because of a close family connection with a member of the latter.

***Resolved: declaration noted.***

4. To consider *Community Fund*, (to Earl Shilton based Community Groups), grant applications and make recommendations to Full Council.

Council have received a specific written £5k bid for funding on the current office proforma. The Chairman stated the bid was in line with relatively recent presentations/submissions that ESiB had submitted to Council. Cllr Coe was also keen to point out that the *Youth Café*, (a Youth Club based at the Methodist Church Hall), had also made a comprehensive presentation/bid at the same time.

***Recommendation to Full Council (for the sake of transparent equity of all Earl Shilton Community Group applications):***

- a. Bids require costings per item/service to be purchased to the nearest £50.
- b. Applications need to be accompanied by the 'Groups latest annual income & expenditure statement and a current cash in hand/bank declaration.
- c. An upper limit grant of £3k per financial year, per group as the maximum.

Chairman's Initials/Signature 

d. Applications must be clearly '*inclusive*' and of '*whole town benefit*' proposals. For example; a project to enhance the entrance to Mill Lane Cemetery might be one.

e. By the end of the financial year in which the grant is made; written proof, (true copies of receipted bills), of expenditure against costings is made to Council.

5. To note a report from the Town Clerk regarding progress to close the ALTO Card account and his result of his DBS check for Council (re suitability to be a bank account signatory).

The Town Clerk briefed to members of the working party that, as directed by Full Council 12 July 2016:

- A signatory to the Unity Trust Bank plc has already written to them asking for the ALTO card balance of £247 to be transferred to the current account forthwith.
- His DBS check has come back for examination by members.

There followed a general discussion about the latest balances on the 3 main bank accounts for which the Town Clerk produced end of July 2016 statements. Additionally bank charges for the Natwest current account were discussed with the Clerk stating that, if he was granted the status of signatory, he will pursue the matter of why Council are paying bank charges at all?

***Report noted and received.***

6. To discuss any finance related issues of Chairman's at the Chairman's discretion.

The working party have received 3 propriety invoices from Mr Richard Allen and Hilltop Radio for as follows: a 2<sup>nd</sup> hand personal address (PA) system (**£350**), a 2<sup>nd</sup> hand Honda generator (**£600**) and event hire for both the former in respect of *Picnic in the Park* and *Shilton by the Sea* (**£180**). Sum total **£1130**.

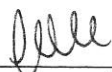
***Recommendation to Full Council:***

- ***Accept PA system £350.***
- ***Accept generator on proviso that the hire for the 2 events (£180) is waived and the generator is professionally serviced (not at Town Council's expense) before delivery.***
- ***Sum total £770.***

(N.B. Cllr A Greenwood or the Town Clerk to negotiate the revised deal)

**The meeting closed at 7.55 p.m. with the Chair thanking members for their attendance and contributions.**

Chairman's Initials/Signature



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