



# Broseley Town Council

The Library Building  
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Broseley  
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[Broseley Town Council website](#)

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## Minutes of meeting of the Finance Committee of Broseley Town Council held in the library on Thursday 8<sup>th</sup> July 2021

**Present:** Cllr. D.Lloyd – Chairman  
Cllr. M. Burton  
Cllr. C. Garratt  
Cllr C.McCabe  
Cllr I.West

**Also present:** Vanessa Voysey – Assistant Clerk/RFO  
Cllr R.Childs

### **130/2021 Chairman's Welcome**

The Chairman welcomed Councillors to the meeting

### **131/2021 Apologies for absence**

Mark Garbett sent apologies to the Chairman prior to the meeting

### **132/2021 Public Participation Session**

None at this time

### **133/2021 Disclosure of Pecuniary Interests**

Cllr Michael Burton declared a personal interest in item 15, and a personal item in item 16 as he is friends with one of the providers of a quote

### **134/2021 Dispensations**

There were no requests for dispensations at this time

### **135/2021 Minutes**

On item 50.21 the amendment of a third bullet point stating 'Cllr Garratt suggested there was a list of eligible expenditure was requested, and it was agreed that subject to this amendment:

It was proposed, seconded and resolved to approve the minutes of the meeting held on Thursday 3<sup>rd</sup> June 2021.

### **136/2021 Payment Schedule**

The schedule of payment from the June 4<sup>th</sup> to June 30<sup>th</sup> were received by the Committee

### **137/2021 Receipts**

The receipts for June were noted by the Committee

### **138/2021 Bank Reconciliations**

Members noted the bank reconciliations for April and May. At 31<sup>st</sup> May the reconciled balances were as follows:

Cashbook 1 (Current account) - £430,814.94

Cashbook 2 (MUGA current) - £23,795.34

Cashbook 3 (office petty cash) - £2.26

Cashbook 4 (grounds petty cash) - £88.65

Cashbook 5 (fixed savings) - £102,145.45

Cashbook 6 (MUGA savings) - £4,506.31

Cashbook 7 (library petty cash) - £65.32

### **139/2021 Income and Expenditure**

Members noted the Income and Expenditure for April and May.

Income £286,284 (88.5% of budget)

Expenditure £51,408 (14.2% of budget)

Comments include the following:

- Cost Centre 200 would be better described at Library Building than Library
- Consideration of a virement of the playscheme to the youth code should be given in the future as the playscheme has had a grant to cover its costs
- The Cemetery Fees are below the figures anticipated in the budget
- Library rates have not been included in the budget

### **140/2021 Position of Accounts**

- i) The position of the Reserves at month end May 2021 was noted
- ii) There was some discussion on the Earmarked Reserves and future movements in the context of the Council's future needs. There was general agreement that historical titles should be analysed and reconsidered, including Capital Funding. Both Councillors West and Burton expressed the view that we are where we are now and need to look at future needs of the Council. There was agreement from those present that the future needs of MUGA needed address. CiL Reserves required further analysis.

*Cllr Roy Childs left the meeting*

- iii) The Cost Centre Report for month end May 2021 was noted

### **141/2021 Terms of Reference**

*Town Mayor: Cllr. Mark Garbett*

It was agreed that a review of terms of reference of the Finance Committee should be deferred.

Cllr Ian West said that it needed a top-down approach. Cllr Mick Burton said that timings needed consideration

#### **142/2021 Birchmeadow Park Maintenance**

Cllr Debbie Lloyd said that she wanted to understand the history of why the Town Council is paying £19K towards its upkeep and if this represented value for money and this was why it had been included on the Agenda. . Cllr Ian West noted that whilst the financial implications fall under the remit of the Finance Committee, the management is for Estates.

It was agreed that discussion of the Birchmeadow Park Maintenance should be deferred.

#### **143/2021 Calcutts Road Bus Stop**

An update was given on the current status of peppercorn rent for the Calcutts Road Bus Stop in Jackfield. The R.F.O said that Telford and Wrekin is thought to have responsibility for it but it has not been forthcoming on the matter of the peppercorn rent historically charged for it.

Cllr Collette McCabe said that she would look into this matter.

#### **144/2021 Purchase of Tablet**

It was proposed, seconded and resolved to purchase of a tablet for the use of Cllr Michael Burton – estimated cost of £89.95. To note – two tablets owned by the Town Council of the same value currently on loan to members of the Council.

#### **145/2021 Safety Lighting and Fire Alarm Panel Testing at the Birchmeadow Centre.**

To consider three quotes obtained by the office for providing safety lighting and fire alarm panel testing at the Birchmeadow Centre as flagged up by safety inspections.

#### **146/2021 Grants**

- i) Shop Front Grants Scheme
  - Broseley News – this item has been referred to Full Council per Terms of Reference as it is over £1500

Items deferred from the last meeting

- ii) Grants Policy

It was agreed to defer the Grants Policy and the Shop Fronts Grant Scheme Policy

#### **147/2021 Youth Funding Project**

The report from Cllr Caroline Bagnall regarding Youth Projects and the possibility of releasing Place Plan funding for this purpose was deferred

#### **148/2021 CCTV/High Street**

There was general agreement that resumption of the work on the CCTV Scheme and to establish a Working Party to assess the viability of the project was a good idea. The item had been placed on the Full Council agenda where a decision would be made on it.

#### **149/2021 Banking arrangements and Investments**

*Town Mayor: Cllr. Mark Garbett*

There was a general discussion on the merits or otherwise of resuming work on consideration of investment of the Town Council funds. Cllr Charlie Garratt said that the current interest rates made him question the value of staff time in changing over funds.

Cllr Debbie Lloyd reported that she had liaised with the R.F.O about dealing with the change of bank signatories.

#### **150/2021 Date of Next Meeting**

It was suggested that a meeting should be convened at the end of July, with the 27<sup>th</sup> July suggested as the most suitable date

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#### **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

#### **151/2021 Staff Salaries and Pensions**

It was agreed that Cllr Debbie Lloyd and Cllr Mick Burton as Chair of Finance and Staffing respectively, should check the staff salaries and pensions payments to Month 3 for auditing purposes

#### **152/2021 Banking Mandates**

The R.F.O gave an update on the current banking mandates and changes required