

# MINUTES OF THE FINANCE & STAFFING COMMITTEE HELD ON MONDAY 18 JULY 2022 ON LINE

**PRESENT:** Cllrs F Matthews (Chair), M Davis, C Laskey, S Shaw-Wright, M Dyson, J Proud, T Beharrell and K Franks

**IN ATTENDANCE:** Town Clerk and Finance Manager

## **FS16 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Nichols

## **FS17 DISCLOSURE OF INTEREST**

There were no Disclosures of Interests.

## **FS18 MINUTES OF THE LAST MEETING**

FS18.1 Minutes of the Finance & Staffing Meeting held on Monday 30 May 2022 were received. These minutes had previously been ratified at Council on 27 June 2022.

**RESOLVED: That the Minutes of the Finance & Staffing Committee held on Monday 30 May 2022 be noted.**

## **FS19 ALLOCATED BALANCES 2022/23**

The Finance Manager presented the allocated balance report for 2022/23 for consideration. Cllr Matthews questioned some items that appeared to be missing from the report and requested the Finance Manager to investigate and amend as necessary.

**RESOLVED: That the report be noted.**

## **FS20 BUDGET POSITION 2022/23**

FS20.1 The Finance Manager provided the Income and Expenditure and Budget Narrative reports for consideration.

**RESOLVED: That the reports be noted.**

FS20.2 The Finance Manager provided the Budget Alignment report for consideration.

**RESOLVED: That the update be noted.**

## **FS21 INVESTMENT UPDATE**

FS21.1 The Finance Manager presented the investment report.

**RESOLVED: That the report be noted.**

FS21.2 The Finance Manager provided the Investment Options Report. It was felt that although Gatehouse Bank offered the best rate available there were some questions raised which needed clarifying before committing to depositing funds with them.

### **RECOMMENDATION TO COUNCIL THAT:**

- i. **50% of the funds held in the Unity Trust Bank Instant Access Saver be invested in a 12 month Lloyds Bank Fixed Term Deposit, and**
- ii. **The remaining 50% be held in the Unity Trust Bank Instant Access Saver until further investigations are complete in to Gatehouse Bank**

## **FS22 DIRECT DEBIT & STANDING ORDER LIST**

The Direct Debit & Standing Order List was considered.

**RESOLVED: That the Direct Debit & Standing Order List be approved.**

## **FS23 POLICY REVIEWED**

FS23.1 The committee considered the Accounts Procedure. Cllr Matthews asked that the procedure be reformatted.

### **RECOMMENDATION TO COUNCIL THAT:**

- i. **The Accounts Procedure be approved with the above amendments, and**
- ii. **The Review date be agreed at May 2025**

## **FS24 HEALTH, SAFETY AND WELFARE WORKING GROUP UPDATE**

It was noted that the next meeting of the Health, Safety and Welfare Working Group is to be held on Monday 21 September 2022 at 7pm

**RESOLVED: That the update be noted.**

**FS25 SECTION 106 & CIL UPDATE**

FS25.1 It was noted that the balance of S106 is NIL.

FS25.2 The committee noted the update from the Finance Manager. The committee requested the Clerk contact Selby District Council for an update on any future CIL payments.

**FS26 PRIVATE SESSION**

A motion was agreed to move to Private Session.

**FS27 STAFFING 2022/23**

The Finance Manager provided a staffing update report.

**RESOLVED: That the report be noted.**

**FS28 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS**

<b>Monday 25 July 2022</b>	<b>Council</b>
<b>Monday 5 September 2022</b>	<b>Land &amp; Property Committee</b>
<b>Friday 9 September 2022</b>	<b>Market Working Group</b>
<b>Monday 12 September 2022</b>	<b>Health, Safety &amp; Welfare Group</b>
<b>Monday 19 September 2022</b>	<b>Town Hall Management Committee</b>
<b>Monday 26 September 2022</b>	<b>Council</b>
<b>Monday 17 October 2022</b>	<b>Finance &amp; Staffing Committee</b>