

Minutes of the Finance & General Purposes Committee
held remotely on Monday 15 March 2021 at 6.30pm

Present: Cllr Bowden, Cllr Corlett-Shaw, Cllr Irlen, Cllr Murphy (Chair) Cllr Westcott and Cllr Whetlor

In attendance: Sarah Reed, Town Clerk

21/118C To receive Apologies for Absence (LGA 1972, section 85 (1): Cllr Murphy proposed that *'the apologies given by Cllr Campbell are accepted'*. Seconded by Cllr Whetlor. Carried

21/119C To receive Declarations of Interest: None at this point

21/120C Financial presentation for a Grant:

- (i) Citizens Advice – as no paperwork had been submitted, it was agreed to defer this item

21/121C Financial Matters:

- (i) **Once per quarter, the Chair of the Committee shall be appointed to verify bank reconciliations for all accounts produced by the RFO, the contents to be noted by this Committee, as per regulation 2.2 – Noted**
- (ii) **All payments above £500.00 and below £5000.00 are itemised and reported to this Committee, as per regulation 4.1 - Noted and signed off by the Chair of the Committee**
- (iii) **All payments issued for payment outside of Full Council Meetings, shall be reported to this Committee, as per regulation 6.6 – Nothing to report**
- (iv) **To consider the draft SLA with Citizens Advice – paperwork circulated to members prior to the meeting via *Appendix 1* – after a brief discussion, whereby members made comment and amendments to the draft copy Cllr Murphy proposed that *'the SLA as presented is approved subject to referrals back from Citizen Advice with their requirements, with the potential commencement date agreed as the 1 April 2021. The Chair of Committee together with Cllr Corlett-Shaw, the Town Council representative on the Citizen Advice, and the Clerk will attend quarterly review meetings to ensure service delivery in accordance with the conditions outlined in the policy document. Outcomes of the review meetings will be reported back to this Committee at the appropriate time'*. Seconded by Cllr Whetlor. Carried.**

21/122C Matters for the next meeting:

- (i) Liaise with the Clerk

Meeting closed at 7.02pm

Signed: 

Dated: 