

## MINUTES

### *of the*

#### Remote Finance Committee meeting held on 8th December 2020 at 4:00PM via Zoom

**Present:** Cllrs P Aldridge (Chair), H Bowman, K Brennan, C Danter, J Raywood, S Raywood, M Sztymiak

**In attendance:** D Hill (Town Clerk)

**F.20.063 To receive apologies**

Cllr K Brennan

**F.20.064 To receive declarations of interest**

None

**F.20.065 To receive dispensations**

None

**F.20.066 To approve the Minutes of the Finance Committee meeting held on 1<sup>st</sup> October 2020**

It was RESOLVED to approve the Minutes of the Finance Committee meeting held on 1<sup>st</sup> October 2020. Proposed by Cllr Bowman, seconded by Cllr J Raywood.

**F.20.067 Matters arising from the Minutes – for information only.**

20.044 **Applying for a Lloyds Charge card:** Carry Forward

20.045 **Expenditure of legal advice for Watson Hall titles:** Carry Forward

20.054 **Chatty Thursday unrepresented payment:** Now corrected. Complete.

20.055 **Check Museum window expenditure and provide report with furlough income:** Complete

20.060 **Outstanding Mayor's Charity money:** To be paid to Focus Cancer

**F.20.068 To receive correspondence relating to the Finance Committee**

The Town Clerk reported that tax base information had been received from Tewkesbury Borough Council.

**F.20.069 Public Participation**

None.

**F.20.070 To review the bank reconciliations to 31<sup>st</sup> October 2020**

Deferred to the next meeting.

**F.20.071 To review budget report to 31<sup>st</sup> October 2020**

The budget reports were reviewed.

**F.20.072 To note furlough income received to date.**

A report showing furlough income to date was noted.

- F.20.073 To review the half year financial position of the Town Council in respect of the COVID-19 pandemic.**  
The half year financial position was noted. The Town Clerk confirmed that an additional grant of £1,334 was expected to be received in relation to the Watson Hall.
- F.20.074 To consider and agree grant applications from outside bodies**  
None.
- F.20.075 To agree to the payments list**  
It was RESOLVED to approve the payments list totalling £15,008.56. Proposed by Cllr Brennan, Seconded by Cllr J Raywood.
- F.20.076 To receive an update from the Town Clerk in respect of the External Audit 2019/20**  
The Town Clerk advised that the audit had not yet been completed and so a notice ensuring compliance with the regulations had been posted on the Town Council website.
- F.20.077 To receive an update from the Town Clerk in respect of the budget setting process for 2021/22**  
The Town Clerk reported that all committees, except for Buildings & Moorings have now set their budget requirements. Buildings & Moorings Committee will be setting their budget requirements on 10<sup>th</sup> December.
- F.20.078 To agree a budget for the Finance Committee for 2021/22 and forward budget for 2022/23 and 2023/24**  
The Committee considered the budget requirements for 2021/22 and agreed a draft budget which will be reviewed together with the other committee budgets at the next Finance Committee meeting in January 2021.

There being no further business the meeting closed at 5:30 pm.

Signature of Chairman upon approval of the minutes ..... 11<sup>th</sup> January 2021