

MINUTES
of the
**Finance Committee meeting held on 3rd November 2022 at 6:00PM in the Town Hall,
Tewkesbury**

Present: Cllrs S Raywood (Chair), P Aldridge, H Bowman, J Raywood, M Sztymiak

In attendance: D Hill (Town Clerk), Cllr P Brookes

Meeting started at 6.05pm. Also present, Cllr P Brookes.

F.22.049 To receive apologies
Cllr Brennan and Cllr Danter.

F.22.050 To receive declarations of interest
None.

F.22.051 To receive dispensations
None.

F.22.052 To approve the Minutes of the Finance Committee meeting held on 1st September 2022
It was RESOLVED to approve the minutes of the Finance Committee meeting held on 1 September 2022. Proposed by Cllr S Raywood, seconded by Cllr Bowman.

F.22.053 Matters arising from the Minutes of 1st September 2022 – for information only
Mayor’s Charity account – ongoing journals to be made relating to Posh Car Boot Sale.

22.025 £10 teas money now banked for Town Hall garden - complete
310 4550 Spring Gardens water – queried £510 credit related to a journal entry (ledger report confirmed this) – complete

22.028 Debit card application - ongoing
Referral to two councillors for expenditure over £500 on debit card – agreed at Full Council so item complete

22.048 Mayor’s Charity account - Cllr Bowman to complete form

Water bills for Spring Gardens to be brought to next meeting – add agenda item.

F.22.054 To receive correspondence relating to the Finance Committee
None.

F.22.055 Public Participation
None.

F.22.056 To review the budget report and earmarked reserves report
The reports were reviewed.

- F.22.057** **To review the bank reconciliations for and payments reports for August and September 2022 and the bank reconciliation for the business account for June 2022**
The reconciliations and reports were reviewed.
- F.22.058** **To approve the payments list**
It was RESOLVED to approve the payments list totalling £19,877.77. Proposed by Cllr Bowman, seconded by Cllr Aldridge.
- F.22.059** **To consider and agree grant applications from outside bodies**
It was RESOLVED to agree of £600 to Friends of Victoria Pleasure Gardens. Proposed by Cllr Bowman, seconded by Cllr Aldridge.
- F.22.060** **To consider the Finance and Staffing Committee budget requirement for 2023/24 and consider the forward budget**
The Finance committee and Staffing committee budget requirements for 2023/24 were considered and also the forward budget. All committee budgets will be presented to the next Full Council meeting.
Action: The Town Clerk was asked to ensure a cost centre has been set up for Tewkesbury Live.
- F.22.061** **To consider a request from Tewkesbury Christmas Lights for the Town Council to take ownership of the Town's Christmas Lights**
It was RESOLVED that the Town Council take on responsibility for the ownership of the Christmas lights. In 2023/24 the community grant budget is to be reduced by £2,500, £3,910 to be budgeted for Christmas lights income and £6,683 to be budgeted for Christmas lights expenditure based on the figures provided by the Christmas Lights committee. Proposed by Cllr Aldridge, seconded by Cllr J Raywood.
- F.22.062** **To review the list of direct debits and standing order**
Deferred.
- F.22.063** **To agree to set up a standing order for monthly payments to Imex Data Communications Ltd and Countrywide Grounds Maintenance Ltd**
Deferred.
- F.22.064** **To review the list of retained contractors**
Deferred.
- F.22.065** **To receive an update from the Town Clerk on the Watson Hall doors and floors project income and expenditure**
The Town Clerk provided an update on the project and referred Councillors to the breakdown provided in the agenda pack.
- F.22.066** **To receive an update from the Town Clerk on Tewkesbury Live income and Expenditure**
The Town Clerk provided an update on Tewkesbury Live income and expenditure and referred Councillors to the breakdown provided in the agenda pack.

- F.22.067** **To review current and future energy prices at the Town Council's**
Deferred.
Action: Councillors requested a spreadsheet breakdown for this year and last year figures.
- F.22.068** **To review the budgets set by Buildings & Moorings, Environments & Amenities, Planning and Severn Ham committees.**
Deferred.

There being no further business the meeting closed at 20:04.

Signature of Chairman upon approval of the minutes 5th January 2023