

**MINUTES**  
*of the*  
**Finance Committee meeting held on 5th January 2023 at 6:00PM in the Town Hall,  
Tewkesbury**

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

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

**F.22.069**      **To receive apologies**  
Cllr Sztymiak.

**F.22.070**      **To receive declarations of interest**  
None.

**F.22.071**      **To receive dispensations**  
None.

**F.22.072**      **To approve the Minutes of the Finance Committee meeting held on 3rd November 2022**

It was RESOLVED to approve the minutes of the Finance Committee meeting held on 3rd November 2022. Proposed by Cllr Aldridge, seconded by Cllr Brookes.

**F.22.073**      **Matters arising from the Minutes of 3rd November 2022 – for information only**

**22.028**      **Debit card** - Assistant Town Clerk to be issued with debit card and internet access

**22.048**      **Add Cllr Bowman as signatory to Mayor's Charity account** – forms to be completed and submitted to Lloyds

**22.060**      **Cost Centre for Tewkesbury Live** – e.g. 121 Tewkesbury Live, 122 Christmas lights

**22.067**      **Energy prices** – complete, reviewed at Full Council 30/11/22.

**F.22.074**      **To receive correspondence relating to the Finance Committee**  
None.

**F.22.075**      **Public Participation**  
None.

**F.22.076**      **To review the budget report and earmarked reserves report**

The budget report was reviewed. A member queried bar audit. The Town Clerk advised Q2 data not available due to computer failure. Q3 audit outcome awaited. The earmarked reserves report was reviewed. The Town Clerk highlighted two new releases 333 £5,834 and 360 £1,822 have been actioned.

**F.22.077**      **To consider a proposal from Cllr Danter that the money in the budget for the buffet at Mayor Making that has not been used, be added to the Community Grants budget or donated to Tewkesbury Food Bank, Priors Park Pantry, and the Salvation Army for their community work and/or their luncheon club**

The budget and anticipated expenditure figures were reviewed. It was noted that it is likely there will be small surplus at the end of the financial year. It was also noted that the budget for this expenditure in 2023/24 is likely to be very tight. An amendment was proposed to earmark any remaining funds. It was RESOLVED that any amount remaining from 2022/23 Finance 120 Events & Services 4280 to be earmarked for events and services. Proposed by Cllr Brennan, seconded by Cllr Danter.

**F.22.078 To review the bank reconciliations and payments reports for October and November 2022**

The bank reconciliations and payments reports were reviewed.

**F.22.079 To agree a recommendation to Full Council for the budget for Financial Years 2022/23, 2023/24 and 2024/25 and the precept request for 2022/23**

Councillors reviewed the proposed budget figures as presented to Full Council on 30<sup>th</sup> November 2022. It was resolved to reduce planning consultant to £5,000 and reduce overall budget to £630,178, resulting in a precept request of £469,750. Proposed by Cllr J Raywood, seconded by Cllr Aldridge. Year 2 planning consultancy also reduced to £5,000.

**F.22.080 To receive an update from the Town Clerk in respect of the External Audit 2021/22**

The Town Clerk reported that the auditor is awaiting an update on the future of the George Watson Memorial Hall Trust.

**F.22.081 To approve the payments list**

It was RESOLVED to approve the payments list totalling £3,146.68. Proposed by Cllr J Raywood, seconded by Cllr Brennan.

**F.22.082 To review water bills at Spring Gardens public toilets for financial year 2022/23**

The detailed ledger reports were reviewed and the credit from Severn Trent was noted.

**F.22.083 To consider and agree grant applications from outside bodies**

None.

There being no further business the meeting closed at 7.50pm

Signature of Chairman upon approval of the minutes ..... 2nd February 2023