

MINUTES
of the
**Finance Committee meeting held on 29th August 2023 at 6:00PM in the Town Hall,
Tewkesbury**

Present: Cllrs C Danter (Chair), P Brookes, P Jones, S Raywood, J Raywood, K Moran

In attendance: D Hill (Town Clerk)

F.23.030 To receive apologies
Cllr H Bowman, Cllr M Sztymiak.

F.23.031 To receive declarations of interest
None.

F.23.032 To receive dispensations
None.

F.23.033 To approve the Minutes of the Finance Committee meeting held on 3rd July 2023
It was RESOLVED to approve the minutes of the Finance Committee meeting held on 3rd July 2023. Proposed by Cllr J Raywood, seconded by Cllr Brookes.

F.23.034 Matters arising from the Minutes of 3rd July 2023 – for information only
23.024 Breakdown of events at Watson Hall generating higher income levels – The Town Clerk advised that the higher booking income related to bookings held on 8/4/23 Private party, 29/4/23 Wedding, 24/6/23 Wedding, 28/7/23 Tewkesbury Live and 19/8/23 Private party
Action: Town Clerk Query RBS date 17/8/23 as believed this should be 19/8/23
23.028 Bar audit - Possibility of alternative auditor. **Action:** Town Clerk to ask rugby club and ask locally for recommendations.

F.23.035 To receive correspondence relating to the Finance Committee
External auditor correspondence concerning ineligible objections to 2022/2023 AGAR.

F.23.036 Public Participation
None.

F.23.037 To approve the payments list
It was RESOLVED to approve payments totalling £7,641.58. Proposed by Cllr J Raywood, seconded by Cllr Jones.
Action: Town Clerk to look into cost of repairs to damaged mooring structure from 3rd party and to look into whether a claim would be an option.

F.23.038 To review the financial reports and bank reconciliations of the Town Council for June and July 2023
The reports were reviewed.

Action: 120 4100 finance professional expenditure to be journalled to 110 4100 staffing professional. Query 220 4450 moorings maintenance, £90 showing under EMR

- F.23.039** **To review the payments report for May, June and July 2023**
The report was reviewed.
- F.23.040** **To consider and agree grant applications from outside bodies**
It was RESOLVED to award a grant to Priors Park Community Church for £500.
Proposed by Cllr J Raywood, seconded by Cllr Jones.
- F.23.041** **To consider the purchase of an OWL system for the Council Chamber and agree next steps**
The Town Clerk advised 2 OWL devices would be required for the Council Chamber at a one off purchase cost £2,099.
Action – Town Clerk to obtain quotes for associated electrical work and take into 2024/25 budgeting process.
- F.23.042** **To note the formation of a Christmas Lights working group between the Town Council (Town Clerk) and the Christmas Lights Committee**
The formation of this working group was noted.
- F.23.043** **To note the final position in respect of the High Street Heritage Action Zone Fun**
The final position was noted.
- F.23.044** **To receive a report from the Internal control checkers for Q1 2023/24**
Cllr Brookes reported that a few issues had been identified and these had all been resolved satisfactorily at the follow up meeting held with officers.
- F.23.045** **To receive an update on income and expenditure relating to Tewkesbury Live Free Music Festival 2023**
This item was deferred until the next meeting.

There being no further business the meeting closed at 19:40.

Signature of Chairman upon approval of the minutes 6th Nov 2023