

# LUDGERSHALL TOWN COUNCIL



## Minutes of the Finance meeting held on 26<sup>th</sup> April 2022 at 7pm, at the Church Hall, School House Drive.

**Present:** Cllr J White, Cllr J Langley, Cllr L Ramsay, Cllr M Williams & Cllr O White

**Public:** 1

**As Cllr C Giles has resigned, who would have chaired the meeting the committee voted for Cllr O White to act as chair for this meeting.**

**183-20/21:** 1. Apologies –none

**184-20/21:** 2. Declaration of Interest – none.

**185-20/21:** 3. Minutes of previous meeting – held 29<sup>th</sup> March 2022 –As there were no matters arising, all agreed that these minutes were a true record.

**186-20/21:** 4. Finance *a) Statement to end month 12 & year end accounts* – Not been printed end of year report due to size but will be emailed to all councillors, send in any questions regarding it then can be discussed at next meeting. Clerk to complete a report regarding the end of month accounts. *b) Clerk's report on longer term savings* – The Clerk reported that Lloyd's treasurers and 30 day business bank instant stands at £149,880.29 and CCLA account holds £340,216.782 plus £32,000 for Perry's Cottage and S106 accounts also within Lloyds bank. Due to half the precept being received this means that the Lloyds bank stands at £181,880 meaning it is over £85,000 Insured amount, LTC proposed that £90,000 is transferred to CCLA- carried. **TC to Action.**

**187-20/21:** 5. Urgent Bills for payment – none

**188-20/21:** 6. Committee Reports – allotment report- inspection needs to be completed, Aprils was completed. 6A has been given up and needs to be re-let. No update from RLE as meeting was immediately prior to this one.

**189-20/21:** 7. Update on New Office and plans for opening – Old office has been cleaned and emptied however an inspection is to be completed on Friday. Proposed to take photos of old office equipment to sell/give away- agreed. Computers for the public are to be ordered- office to action. Proposed that Wilmont only take instruction from the Town Clerk- agreed by all.

**190-20/21:** 8. Grant Requests – none this month.

**191-20/21:** 9. Memorial Hall Fence – quote received for concrete post fencing at £2,500- contractor requires 50% upfront. Proposed to accept the quote on the basis that the timeframe of completion and other particulars are confirmed first- agreed by all- **office to action**

**192-20/21** 10. Review of Policies –New code of conduct policy, Town clerk apologised as it hasn't been written up however the training has been received. Any changes to the policy will need to be agreed at Mays meeting. Proposed that new HR personnel to read the current policies – agreed by all- office to action.

**Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.**

**193-20/21:** 11. Staffing

- a) *Salaries* - Administration assistant has sent in resignation letter therefore salaries have not been calculated but Town clerk will email councillors when completed. Town clerks salary hasn't changed.
- b) *Training*: Slides and recordings for code of conduct training are available at the office- proposed that councillors complete the training via new HR personnel or via online training available through Wiltshire council- agreed
- c) *Admin Assistant*: already discussed, email from town clerk to be sent to councillors

**193-20/21: 12. Agenda points for next meeting – 10k funding**

Meeting closed at 20.07 next meeting 9<sup>th</sup> May 2022

Signed.....

Date.....