

# LUDGERSHALL TOWN COUNCIL



## Minutes of the Finance meeting held on 31<sup>st</sup> August 2021 at 7pm, at the Church Rooms, School House Drive.

**Present: Cllr M Giles (in the Chair), Cllr J White, Cllr C A Allan, Cllr J Langley, Cllr C Giles, Cllr O White (rep from RLE)**

**Public: No members of the public attended the meeting**

**114-20/21:** 1. Apologies – Cllrs B Dance, CA Moore & M Williams. **Cllrs Resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.**

**115-20/21:** 2. Declaration of Interest – Cllr C Giles declared an interest in point 8/minute 121-20/21.

**116-20/21:** 3. Minutes of previous meeting – held 27<sup>th</sup> July 2021 – As there was no matters arising, Cllrs M Giles proposed that these minutes were a true record, Cllr CA Allan seconded all in favour.

**117-20/21:** 4. Finance *a) Statement to end month 4* – the Clerk confirmed that the budget use at month 4 was at 21.3% which is within expected figures. There were no questions. *b) Clerk's report on longer term savings* – The Clerk reported that the Lloyds bank holdings were now below the FDSA limit of £85,000, and that this would increase during September, when the second half of the precept is received. There have been no other changes since the last report, the clerk reported current holdings.

**118-20/21:** 5. Urgent Bills for payment – None other than those that the Clerk has delegated authority to pay.

**119-20/21:** 6. Committee Reports – as there had been no committee meetings during August there was nothing to report.

**120-20/21:** 7. Grant Request – Castledown FM – the committee discussed the request, Cllr J White proposed that FTC look at giving 50% of the grant that had been requested (£1,500), Cllr C Giles seconded the vote was then split. There were also there a number of questions that require to be answered by a representative of Castledown FM therefore, the Clerk is to invite them to the next FTC.

**Action Clerk**

**121-20/21:** 8. Fencing for Memorial Hall – the Clerk explained that although the quote for fence panelling and wooden posts came in within the budget (£1500) that LTC had for this work, there was also a quote for using concrete posts at £360.28 more than the budget. Cllr J White asked why there was only one quote, and the Clerk explained that it was thought sensible to go with the landscaping company that was already working on the garden. Cllr CA Allan stated there were other quotes and the Clerk was asked to request these. No vote was taken. **Action Clerk**

**122-20/21:** 9. Review of Policies –None.

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

**123-20/21:** 10. Staffing

- a) *Salaries* – The Staffing Committee had a meeting on 3rd of August and resolved that the Admin Assistant hours would be 30 and that the Town Clerks temporary hours of 35 would be extended a further 6 months. Also, at this meeting the Contract for the Admin Assistant was altered agreeing changes to certain sections. This was then sent to Peninsula to check the legalities are correct. The new contract was then approved by the committee. Salary details were then confirmed for the month. Action Clerk
- b) Training: there has been no training this month.
- c) Office: all the protocols for the office are still in place, asking members of the public to wear masks if possible. A suggestion was made that if/when the office moves that Perspex screens are installed for the staff. Action Clerk

**123-20/21: 11. Agenda points for next meeting –**

- Restructure of committees, suggestion that the Public Toilets and Car Park are moved to RLE – to be put on to both committees, is there anything each committee can do for each other next agendas.
- Precept/Budget will be an item on all spending committees’ agendas in September
- Dogs in Allotments - to go on Allotment committee agenda
- Recruitment of Cllrs - to go on FTC agenda

**Action: Clerk**

Meeting closed at 19.37hrs next meeting 26<sup>th</sup> October 2021.

Signed..... Date.....