

LUDGERSHALL TOWN COUNCIL



Minutes of the Finance meeting held on 29th March 2022 at 7pm, at the Church Hall, School House Drive.

Present: Cllr C Giles (in the Chair), Cllr J White, Cllr J Langley, Cllr M Giles, Cllr L Ramsay, Cllr M Williams & Cllr O White – (Cllr CA Allan attended via teams for comments only).

Public: 2 members from St James Church attended the meeting for point 8.

172-20/21: 1. Apologies – none.

173-20/21: 2. Declaration of Interest – Cllr M Giles declared an interest in point 8 b).

174-20/21: 3. Minutes of previous meeting – held 22nd February 2022 – Cllrs O & J White repeated their questions from last month regarding the Jubilee celebration and insurance and breakdown of costs, Cllr CA Allan and the TC will work on this. As there were no other matters arising, all agreed that these minutes were a true record & Cllr C Giles signed the minutes.

Action Cllr CA Allan & TC.

The committee agreed to discuss agenda item 8 Grant requests at this point, but it has been Minuted in the correct position of the agenda.

175-20/21: 4. Finance *a) Statement to end month 11* – the Chair & TC confirmed that due to the receipt of both the loan for the new office and Cil Monies the income is skewed and that also after moving the loan money out this also skewed the outgoings but after taking these into consideration LTC stands at 89% use of its budget with one month to go. There were no questions. *b) Clerk's report on longer term savings* – The Clerk reported that Lloyd's treasurers and 30 day business bank instant stands at £59,066.29 and CCLA account holds £340,130.78. With Perry's Cottage and S106 accounts at just over £32,000, this will leave £91,400, this is just over the FSA limit of £85,000. However, after direct debits and April's payments it will be down below the £85,000 again. The Committee saw no need to move monies around.

176-20/21: 5. Urgent Bills for payment – the Clerk stated there were 2 urgent bills to pay one to M Fell photography for £50 and one to DJ Harris plumbing for £136.00 any ones which are under the Scheme of Delegation will also be paid.

Action Town Clerk

177-20/21: 6. Committee Reports – Cllr CA Allan nothing to report from the Civic Events Committee, Cllr J Langley nothing to report from the Allotment Committee, Cllr J White reported that RLE had agreed to replace one bin in the rec to a cast iron bin. Discussed having one for the Jubilee Gardens also, Cllr Langley agreed that would be better. May get a discount with multiples, colour chosen was black. RLE asked Finance if Cil monies could be used to pay the difference of what has already been budgeted and granted. Finance agreed Clerk to start ITT process. RLE then updated, the following the roundabout that had been agreed to be replaced has now increased in price, and the fencing for Pretoria Road, will have increased due to loss of fencing contractor.

178-20/21: 7. Mobile payment machine – the committee discussed and agreed that the best product available was the SumUp 3g and printer which currently is at £99 and a 1.69% per transaction fee. The committee then asked the Clerk to purchase this asap. **Action Town Clerk**

179-20/21: 8. Grant Requests – a) the St James Church representatives explained that they need help with urgent maintenance to the trees in the churchyard, the total amount requested was £7650

inc. vat and they had put a plan together for the next 5 years and that the most urgent work comes to £7080 inc. vat. The committee discussed, there was a worry of setting a precedent however, the Clerk explained that under LGA 1972 section 214, as this is a closed churchyard the Town Council has the power to help with maintenance of their church yard. The committee Cllr M Giles proposed that LTC provide a grant for £7080 to St James Church, Ludgershall, Cllr J Langley seconded all in favour, passed, Town Clerk to organise payment. b) A second very hurried request had been received from Ludgershall Youth Club, the committee asked the Clerk to go back to their representative and ask them to redo the application. **Action TC**

180-20/21: 9. Review of Policies –

- a) **New Policy on Dog Fouling** – the Clerk will look at this over the next couple of months. Suggestions to purchase signs for bins to say that both dog and normal litter can be put in there, and look in to dispensers for waste bags.

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

181-20/21: 10. Staffing

- a) **Salaries** - The Clerk explained that the pay agreement for 2021/22 had been agreed at 1.75%, this will need to be back dated to 1st April 2022. Also Staffing had agreed to a new PayScale for Admin to receive when covering TC whilst on annual leave or sickness of 1 week or over. The salary details were then confirmed for the month. The committee asked the TC to check with HR regarding back pay for past employers and that there was not an increase in the £6 per week working from home allowance. **Action Clerk**
- b) **Training:** both staff attended a short webinar on living with Covid and have been trained on the new Cemetery software.

182-20/21: 11. Agenda points for next meeting –

- Amalgamation of Committees to go on next FTC.

Meeting closed at 20.07 next meeting 26th April 2022

Signed.....

Date.....