



# Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR  
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Minutes of the meeting of the:

## **FINANCE COMMITTEE**

Held on:

Monday 14 January 2019 1.00 pm – 2.00 pm Board Room, Penrith  
Town Council Office, Unit 1, Church House, 19-24 Friargate.

### **PRESENT:**

Cllr. Baker

Cllr. Burgin

Cllr. Jackson

Cllr. Kenyon

Services & Contracts Manager

Responsible Finance Officer

**PENRITH TOWN COUNCIL  
MINUTES  
FINANCE COMMITTEE 14 JANUARY 2019**

**FIN.COM.18/56 Apologies for Absence**

Apologies for absence were received from Councillor Bowen.

**FIN.COM.18/57 Declaration of Interests and Dispensations**

Members were asked to disclose their interests in matters to be discussed and to decide requests for dispensations.

Councillor Jackson declared a registrable interest in item Fin.Com.18/64.

**FIN.COM.18/58 Minutes of the Previous Meeting**

Resolved that the Chairman be authorised to sign the Minutes of the Meeting of the Finance Committee held on Monday 12 November 2018, and the Special Meeting of the Finance Committee held on Tuesday 20 November 2018.

**FIN.COM.18/59 Public Participation**

No members of the public had requested in writing to speak prior to the meeting.

**FIN.COM.18/60 Public Bodies (Admission to Meetings) Act 1960**

Members considered whether any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2. None identified.

**FIN.COM. 18/61 Payments for Approval**

a) Members noted that:

Cllr Bowen and Cllr Baker accessed the Electronic Banking System and verified and confirmed that the banking transaction history runs concurrently from the last meeting and follows the payments schedule for the same period and agrees with the transactions circulated with the meeting documents.

b) Members considered the Monthly Report of Payments for October and November 2018.

**RESOLVED THAT:**

- I. The monthly report of payments be approved.
- II. Two Members continue to check the Monthly Report of Payments against the invoices paid and ask the Committee to approve.
- III. Cllr Baker and Cllr Jackson check the Monthly Report of Payments for the meeting of the Financial Committee on the 11 March 2019.

## **FIN.COM.18/62 Proposed Budget for 2019/20**

a) Members considered the proposed Draft Budget for 2019/20.

### **RESOLVED THAT**

The proposed Draft Budget 2019/20 be approved and that the report go forward for final ratification by Full Council.

b) Members considered the Reserves Policy and Investment Policy.

### **RESOLVED THAT:**

- I. The Reserves Policy be approved and recommended that the report go forward for final ratification by Full Council.
- II. The Investment Policy be agreed in principle subject to it being amended to include the investment with the Penrith Building Society, and the report go forward for final ratification by Full Council
- III. The Responsible Finance Officer investigates further the CCLA and reports back to the Finance Committee.

## **FIN.COM.18/63 Bank Reconciliation**

Members considered the Bank Reconciliations for the HSBC Bank and Unity Trust for the period 30 November 2018.

### **RESOLVED THAT:**

The Bank Reconciliations for the period 30 November 2018 be approved and signed.

## **FIN.COM.18/64 Grounds Maintenance Fairhill**

Resolved that it be noted that the Grounds Maintenance Contractor for Fairhill has been retained for the 2019/20 financial year.

Members considered the following item of business as an urgent late item as a delay until the next appropriate meeting may result in an Eden District Council licensing permission being delayed.

## **FIN.COM.18/65 Permission for Use of the Cornmarket Bandstand**

Members considered a request from the Board and Elbow Public House to be granted permission for use of the Cornmarket Bandstand apron.

### **RESOLVED THAT:**

- I. Permission to use an area 6x5metre within the Cornmarket Bandstand area be approved for a pilot period from the 01 March to 30 September 2019.
- II. The area to be used to be agreed by officers.
- III. The use be restricted to 5pm to 9pm on Fridays and 12noon to 9pm on Saturday and Sundays.
- IV. A fee of £500 will be charged to the Board and Elbow Public House for use of the Cornmarket Bandstand for the period of the pilot.

**FIN.COM.18/65 Permission for Use of the Cornmarket Bandstand  
continued**

- V. The Council will be the sole arbiter when determining whether any other uses of the area will take priority and as such the Board and Elbow will be informed to relocate to another agreed area or postpone use during such designated periods.

**Chairman:**

**Date:**

**For the Attention:** All members of the Penrith Town Council Finance Committee:

Cllr. Kenyon                      **Chairman**

Cllr. Burgin.                    **Vice Chairman**

Cllr. Bowen

Cllr. Jackson

**For Information only:** All other members of the Penrith Town Council

**Councillors**

Cllr. Clark

Cllr. Donald

Cllr. Lawson

Cllr. Whipp