



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR

Tel: 01768 899 773 Email: office@penrithtowncouncil.gov.uk

Minutes of the meeting of the

FINANCE COMMITTEE

Held at Penrith Parish Centre St Andrews on **Monday 28 June 2021**, at 6.00 p.m.

PRESENT

Cllr. Burgin

South Ward

Cllr. C Shepherd

East Ward

Cllr. Davies

West Ward

Services and Contracts Manager
Responsible Finance Officer

The Town Council resolved from 20 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

MINUTES FOR THE MEETING OF FINANCE COMMITTEE

28 June 2021

PART I

FIN21/01 Apologies for Absence

Apologies for absence were received from Councillors Jackson and Kenyon.

Councillor Hawkins was absent without apologies.

FIN21/02 Appointment of Vice Chair

Councillor C. Shepherd be appointed as Vice Chair of the Finance Committee for the remainder of the 2021-22 municipal year.

FIN21/03 Declarations of Interest and Requests for Dispensations

Members noted that no declarations of interests or requests for dispensations by Members in respect of items on the agenda were received prior to the meeting.

FIN21/04 Public Participation

Public Representations

Members noted that there were no questions or representations that had been received from members of the public prior to the meeting.

FIN21/05 Excluded Item: Public Bodies (Admission to Meetings) Act 1960

Members confirmed that there were no matters that should be considered without the presence of the press and public.

FIN21/06 Salkeld Road Allotment Boundary

Members considered the report regarding the Salkeld Road Allotment boundary which included the surveyors findings.

RESOLVED THAT:

- i. Members noted and approved the surveyors report and findings contained within.
- ii. Members noted that the interested parties have accepted the line of the boundary in accordance with the surveyors findings.

FIN21/07 Thacka Beck Field

Members considered the report setting out an approach for the enhancement of Thacka Beck Field.

RESOLVED THAT:

- i. The broad range of options for the enhancement of Thacka Beck Field as set out in the report be approved
- ii. The Services and Contracts Manager progresses elements of the minor enhancements as set out as Stage 1.
- iii. A Tree Survey be commissioned
- iv. A Biodiversity Survey be commissioned
- v. A site visit for members of the Finance Committee and the local ward councillor be arranged.
- vi. The Services and Contracts Manager enquires with the Pategill Tenants and Residents Association to establish if they are willing to support the Council with local consultation ahead of any enhancements as set out as Stage 2.
- vii. The risk assessment for Thacka Beck Field be approved.
- viii. The Services and Contracts Manager is given delegated authority to explore and develop the enhancement options and report back to the Finance Committee.

FIN21/08 Payments for Approval

- a. Members noted that Cllr Burgin and Cllr C. Shepherd verified and confirmed that the banking transaction history reconciled and agreed with the transactions circulated with the meeting documents.
- b. Members were asked to agree the two Councillors to undertake the Payments for Approval checking at the next meeting of the Finance Committee.
- c. Members considered the Monthly Report of Payments for April and May 2021.

RESOLVED THAT:

- i. Cllr Hawkins and Cllr Kenyon check the Payments for Approval for the meeting of the Finance Committee on the 20 September 2021.
- ii. The Monthly Report of Payments for April and May 2021 be approved.

FIN21/09 Bank Reconciliation

Members considered the Bank Reconciliation for the HSBC Bank account for the period ending 30 April and the 31 May 2021.

RESOLVED THAT:

The Bank Reconciliation for the HSBC Bank account for the period ending 30 April and 31 May 2021 be approved and signed by Cllr Burgin.

FIN21/10 Budgetary Control Statement 2021: 31 May 2021

Members considered the Budgetary Control Statement 2021/22 Expenditure for the period to 31 May 2021.

RESOLVED THAT:

The Budgetary Control Statement of Expenditure to the 31 May 2021 be approved and go forward for final ratification by Full Council.

FIN21/11 Investment of Funds with CCLA

Members noted that the Council has received the full years precept and grant income from Eden District Council and that its HSBC bank balance stood at £485,000 on 10 June 2021. In accordance with the Investment Strategy, Members considered whether some of these funds be invested with the CCLA Public Deposit Sector Fund as they will not be needed to meet expenditure until later in the year.

RESOLVED THAT:

A sum of £300,000 be withdrawn from the HSBC account and deposited in the CCLA Public Sector Deposit Fund; and that the position on the Council's accounts be considered at the September meeting of the Finance Committee.

FIN21/12 Bank and Investment Account Signatories Finance Outturn Report – Year Ended 31 March 2021

Members were asked to review and approve the bank and investment account signatories for the Council's accounts.

RESOLVED THAT:

- i. Councillors Burgin, Kenyon, Jackson, Hawkins, Shepherd, Davies be approved as the authorised account signatories for the HSBC Bank account.
- ii. Councillors Burgin, Kenyon, Hawkins, Shepherd, Davies be approved as the authorised account signatories for the Cumberland Building Society account.
- iii. Councillors Burgin, Kenyon, Jackson, Hawkins, Shepherd, Davies be approved as the authorised account signatories for the Penrith Building Society Account
- iv. Councillors Burgin, Hawkins, Jackson, Shepherd be the authorised account signatories for the CCLA Public Sector Deposit Fund.
- v. Members noted minute FIN20/25 that all members of the Finance Committee be approved as signatories to the Council's accounts where permitted; and if signatories are limited, they should be those authorised for the CCLA account.

FIN21/13 Finance Committee Work Plan 2021/22

Members received and noted the Finance Committee Work Plan 2021/22.

FIN21/14 Next Meeting

Members noted that the next meeting of the Finance Committee is scheduled for Monday 20 September 2021 at 6.00pm and the venue is to be determined.

CHAIR:

DATE:

FOR ATTENTION FOR ALL MEMBERS OF FINANCE COMMITTEE AND FOR INFORMATION TO THE TOWN COUNCIL

Access to Information

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Town Council website.

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Town Clerk between the hours of 9.00 am and 3.00 pm, Monday to Wednesday via office@penrithtowncouncil.co.uk.