



Penrith Town Council

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

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DRAFT Minutes of the meeting of the

FINANCE COMMITTEE

Held at Penrith Parish Centre St Andrews on **Monday 15 November 2021**, at 6.00 p.m.

PRESENT

Cllr. Burgin

South Ward

Cllr. Kenyon

North Ward

Cllr. Davies

West Ward

Cllr. Shepherd

East 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.

DRAFT

MINUTES FOR THE MEETING OF

FINANCE COMMITTEE

15 November 2021

PART I

FIN21/33 Apologies for Absence

Apologies for absence were received from Councillor. Jackson.

Cllr Hawkins was absent without apologies.

FIN21/34 Confirmation of the Minutes of the Previous Meeting

Members authorised the Chair to sign the Minutes of the Meeting of the Finance Committee held on Monday 20 September 2021.

FIN21/35 Declarations of Interest and Requests for Dispensations

Members were asked to disclose their interests in matters to be discussed whether disclosable pecuniary or other registrable interest, and to decide requests for dispensations.

- a) Councillor Davies reported that he is a member of the CALC Executive and declared an interest in agenda item 16. Local Government Review Strategic Planning Group.

FIN21/36 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.

FIN21/37 Excluded Item: Public Bodies (Admission to Meetings) Act 1960

Members confirmed that no items should be considered without the presence of the press and public.

FIN21/38 Budgetary Control Statement 2021/22: 31 October 2021

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

FIN21/38 Budgetary Control Statement 2021/22: 31 October 2021, continued

RESOLVED THAT:

- i. The Budgetary Control Statement 2021/22 Expenditure for the period to 31 October 2021 be approved and go forward for final ratification by Full Council.
- ii. The Council Grant and Eligibility criteria be circulated to Members of the Finance Committee.

FIN21/39 Payments for Approval

- a. Members noted that Cllr Davies and Cllr Jackson 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 September and October 2021.

RESOLVED THAT:

- i. Cllr C. Shepherd and Cllr Burgin check the Payments for Approval for the meeting of the Finance Committee on the 10 January 2022.
- ii. The Monthly Report of Payments for September and October 2021 be approved.

FIN21/40 Bank Reconciliation

Members considered the Bank Reconciliation for the HSBC Bank account for the period ending 30 September and 31 October 2021.

RESOLVED THAT:

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

FIN21/41 Cornmarket Area

Members considered the charging arrangements for use of the Cornmarket area for the Board and Elbow.

RESOLVED THAT:

The Board and Elbow be charged a fee of £750 for use of the Cornmarket area in 2022 and this go forward for final ratification by Full Council.

FIN21/43 Work Plan

Members received and noted the Finance Committee work plan progress to 30 September 2021.

FIN21/44 Bank and Investment Account Signatories

Members considered changes to the signatories on the Council's Bank and Investment Accounts.

RESOLVED THAT:

- i. Cllr Davies be removed as a signatory from the Cumberland Building Society account.
- ii. Cllr Hawkins be removed as a signatory from the HSBC, Cumberland Building Society, Penrith Building Society and the CCLA Public Sector Deposit Fund account.
- iii. Cllr Kenyon be approved as an authorised signatory for the CCLA Public Sector Deposit Fund account.

FIN21/45 External Audit

- a) Members received and noted that the Council's external auditors, PKF Littlejohn LLP, had signed off the accounts ending 31 March 2021 with no qualifications.
- b) Members noted that to comply with The Accounts and Audit Regulations 201 the Council has published on its website, Sections 1 and 2 of the 2020/21 Annual Return (the Annual Governance Statement and the Summary Accounts), together with the Audit Certificate.

RESOLVED THAT:

- i. Sections 1 and 2 of the 2021/21 Annual Return (the Annual Governance Statement and the Summary Accounts), together with the Audit Certificate go forward to Full Council for ratification.
- ii. The Responsible Finance Officer be thanked for his working in achieving a positive external audit.

FIN21/46 Project Budget Allocation

Members considered proposals for use of the Project Budget.

RESOLVED THAT:

The Project Budget be allocated against the following specific schemes of work, and these go forward to Full Council for ratification:

- | | |
|--|--------|
| i. Speed Indicator Device | £2,500 |
| ii. Eden District Council - Castle Park
Tennis Court Redevelopment Scheme | £5,500 |

FIN21/47 Recycling Centre Adoption Agreement

Members considered whether to renew the Recycling Centre Adoption Agreement with Eden District Council.

RESOLVED THAT:

The Recycling Centre Adoption Agreement with Eden District Council is not renewed, and this decision goes forward to Full Council for ratification.

FIN21/48 Thacka Beck Field

Members noted an update report on matters at Thacka Beck Field.

FIN21/49 Local Government Reorganisation

Members considered the Terms of Reference for a Local Government Review Strategic Planning Group.

RESOLVED THAT:

The Terms of Reference for a Local Government Review Strategic Planning Group be approved and go forward to Full Council for ratification.

FIN21/50 Next Meeting

Members noted that the next meeting of the Finance Committee is scheduled for Monday 10 January 2022 at 6.00pm at Penrith Parish Room, St Andrews.

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.