



PENRITH TOWN COUNCIL

**Council Office, First Floor, The Parish Centre, St. Andrew's Place,
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Minutes of the meeting of the:

FINANCE COMMITTEE

Held on:

Monday 10 July 2017 2.00 pm – 2.55 pm, Rm. 2 Parish Centre, St Andrews Place

PRESENT:

Cllr. Kenyon	Chairman
Cllr. Burgin	Vice Chairman
Cllr. Connelly	
Cllr. Jackson	
Cllr. Johnson	
Asset Transfer Officer	

FINANCE COMMITTEE MINUTES

10 July 2017

FIN.COM.17/17 Apologies for absence

Apologies were received from: Cllrs Lynch and Whipp.
Cllr. Ayres was absent.

FIN.COM. 17/18 Membership

Members noted that:

- a) Cllr. Quinn had stood down from the Finance Committee.
- b) Cllr's Connelly and Whipp had been invited to join the committee membership resolution ref: FIN.COM.17/14 and had accepted.

FIN.COM.17/19 Minutes of the previous meeting

Members authorised the Chairman to sign the Minutes of the Meeting of the Finance Committee held on Monday 12 June 2017 as a true record, with the word "audited" crossed through under FIN.COM 17/11 and initialled by the chairman.

FIN.COM.17/20 Declaration of interests and dispensations

Members were asked to disclose their interests in matters to be discussed and to decide requests for dispensations. None received.

FIN.COM.17/21 Public participation

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

FIN.COM.17/22 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.17/23 Payments for approval

Members noted that:

- a) All members received prior to the meeting, a copy of the supplier payments schedule for the payment period, every invoice and that all members had therefore verified that each payment aligned with the invoices.
- b) Two signatories would authorise payments after the meeting.

RESOLVED THAT:

- I. The supplier payments schedule be approved with amendments and Cllr. Kenyon would review the invoices for Lamont Pridmore prior to payment being made.
- II. Cllr Jackson and Cllr Kenyon would authorise payments after the meeting.
- III. Cllr Jackson and Cllr Kenyon would authorise payments on 7 August and 8 August 2017 respectively.

FIN.COM.17/26 Banking

Members received an oral report from the Asset Transfer Support Officer who had been working with the Town Clerk on two related papers that were looking at banking arrangements and cash management. Draft reports would be discussed with the Chairman and Vice Chairmen, prior to the next meeting.

FIN.COM.17/25 Annual Return 31 March 2017

Members noted that the notice for the exercise of public rights to examine the accounts was displayed as required on 3 July 2017 and the period of examination closes on 11 August 2017.

FIN.COM.17/26 Late agenda Item

Members considered increasing the daily limit for the Council's Lloyds Corporate Card and increasing the limit from £1,000 to £3,000 to enable the RFO to make HMRC payments on line.

RESOLVED THAT:

The daily limit for the Council's Lloyds Corporate Card be increased to £3,000.

FIN.COM.17/27 Next meeting

Members noted that the next Finance Committee Meeting will be confirmed when the date for the office relocation is known.

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

Cllr. Kenyon **Chairman**

Cllr. Burgin **Vice Chairman**

Cllr. Ayers

Cllr. Connelly

Cllr. Jackson

Cllr. Johnson

Cllr. Lynch

Cllr. Whipp

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

Councillors

Cllr. Baker

Cllr. Clark

Cllr. Graham

Cllr. Lawson

Cllr. Monk

Cllr. Thompson

Cllr. Quinn