

WHITTLESEY TOWN COUNCIL - Finance & Policy Committee

Meeting of the Committee held on Monday 15th July 2024 at 6.30pm at Peel House, 8 Queen Street, Whittlesey, PE7 1AY

Present: Cllr Boden, Arman, Dorling, Mockett, Wicks, Sennitt-Clough, Nawaz

Officer in Attendance: Sue Piergianni – Town Clerk & RFO

Recording: The recording was made as an aide memoir for the Clerk

FP59/2024. Election of the Chairman

The Clerk asked for nominations for the position of Chair until May 2025.

Cllr Boden was proposed by Cllr Sennitt-Clough, seconded by Cllr Mockett with a unanimous vote in favour.

FP60/2024. Election of the Vice Chairman

Cllr Arman was proposed by Cllr Sennitt-Clough, seconded by Cllr Nawaz. Cllr Wicks proposed Cllr Dorling, however there was no seconder.

Cllr Arman was voted as Vice Chair unanimously.

FP61/2024. To receive apologies from absent Members.

FP62/2024. To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda items discussed later in the agenda and the Council to decide which items are to be discussed as confidential under agenda item number FP71/2024.

Whittlesey Town Council Website – confidential section.

FP63/2024 - Public Forum – 15 minutes

Seven members of the public are present.

Kevin Mckevitt – There has been many ceremonial events in the past few years and many more to come, it is time that Whittlesey has its own Beacon. The RBL had discussed a location and existing post at the Manor, FDC will clean up the existing post at their own cost. Funds are being requested towards the basket, the RBL have also received some private donations. The RBL have someone who can make this for them, however they need to ensure the contractor has the correct insurances in place.

Steve Robertson – Facebook – there are still some people not on Facebook, so can this not be the main information centre.

Robert Windle – Whittlesey Christmas Extravaganza – At the AGM the previous committee stepped down, Mr Windle, Mrs Windle & Mrs Wooding are part of the new committee. The event for 2025 is scheduled for Saturday 14th December 3.30 – 7pm, Mr Windle played a 2 min video showing what the event is all about. The funding they are looking for will ensure that the rides are free, this will make the event all inclusive, road Closures and other items. The cost of the event is approx. 14.5K, they do have 8K in their account. They have applied to National Lottery and if they are successful and obtain all the funds they will repay the grant to the Town Council. They cannot guarantee they will get these funds.

Mr Windle Thanked the council for their support at the Big Bash and for funding Groove Cartel and asked if they would support this event next year, the Big Bash 5 is Sunday 22nd June 2025

FP64/2024 - To confirm and sign the Minutes from the Finance & Policy Committee on Monday 17th June 2024

Ratified: The minutes were approved and signed as a true record. Proposed by Cllr Boden, seconded by Cllr Arman with a unanimous vote in favour.

FP65/2024 – Financials.

1. Bank Reconciliations to 30th June 2024 -
2. Year to date Figures – members received the summary.
3. Payment List for approval Vouchers 49 – 64 to the value of £8189.06, proposed Cllr Mockett, seconded Cllr Dorling with a unanimous vote in favour.

FP66/2024 - Agenda Items for Discussion

1. Standing Orders – Cllr Wicks advised it does not say Propositions, resolutions, Motions etc in our Standing Orders. Cllr Mockett advised he had requested the Clerk ask for this for the Full Council meeting, so it is clear to all what individual councillors wish to propose. The Chair advised that our standing orders state 'no motion may be moved at a meeting unless it is included in the agenda and the mover has given written notice of its wording to the Council's Proper Officer at least 8 clear days before the next meeting'.
2. Definition of Leader of the Council – Cllr Wicks – What the role is and what does the role entail. Cllr Mockett advised he will give a brief presentation at the Full Council meeting in September giving details of what he expects the role to be for the next 12 months.
3. Facebook – Cllr Sennitt-Clough – The existing page functioned well for 10 months, (unofficial Facebook page), and she has received many positive comments thanking them for all the news. They are not breaking trademark using the name and it will continue under the unofficial Facebook page. Cllr Dorling asked at the Full Council meeting for Communications to be discussed and was advised it would be at the next F & P. Is Facebook the full communication, and if not, could it be placed on the next F & P Agenda. Cllr Boden advised it would be on the next F & P as a discussion item.

FP67/2024 – Information - Letter of thanks from Poppy Blitz for their donation.

FP68/2024 - Donation Requests

1. Whittlesey Royal British Legion – Cllr Mockett suggested FDC are contacted to ascertain if they will fund the project entirely. WTC will make no decision on the donation request until a response is received from FDC. Proposed Cllr Mockett, seconded Cllr Sennitt-Clough with unanimous vote in favour.
2. Whittlesey Christmas Extravaganza -Members discussed this at length, Cllr Mockett proposed £1000, seconded Cllr Sennitt-Clough, there was a counter proposal from Cllr Dorling for a donation of £3,000, however no seconder, therefore the first proposal of £1000 was carried unanimously. Members advised that should the Extravaganza not receive the funding from other sources WTC would be sympathetic if to a new application. The vote was as follows five in favour, one against, one abstaining.
3. Book Bandits – Cllr Mockett proposed £30.00, seconded Cllr Arman with a unanimous vote in favour.

FP69/2024 - Date of Next Meeting Monday 16th September 2024.

FP70/2024 Exclusion of the Public, including the Press.

FP71/2024. To discuss those items previously agreed at agenda item F62/2024.

Meeting Closed 7:20

CP Boden

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Cllr Chris Boden
Chairman
Finance & Policy Committee

[Handwritten signature]

Whittlesey Town Council
RECEIPTS LIST

| Vouche Code | Date | Minute | Bank | Receipt No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|------------|--------|----------------------|------------|-------------------------|-----------------------------|----------|-----------------|-----|-----------------|
| 27 | 17/06/2024 | | Barclays Reserve Acc | | Bank Charges / Interest | Barclays | E | 235.50 | | 235.50 |
| 28 | 01/07/2024 | | Barclays Current Acc | online | Commercial Rent | Fenland Electrical Services | E | 220.00 | | 220.00 |
| 29 | 01/07/2024 | | Barclays Current Acc | online | Commercial Rent | ISA-Cam Rent | E | 330.00 | | 330.00 |
| 30 | 01/07/2024 | | Barclays Current Acc | online | Loyalty reward | Barclays | E | 3.58 | | 3.58 |
| 31 | 01/07/2024 | | Barclays Current Acc | online | Commercial Rent | Young Tech Rent | E | 110.00 | | 110.00 |
| 32 | 01/07/2024 | | Barclays Current Acc | online | Flat A & B Rent | Peterborough city council | E | 1,620.00 | | 1,620.00 |
| Total | | | | | | | | 2,519.08 | | 2,519.08 |

Whittlesey Town Council PAYMENTS LIST

| Voucher Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|------------|--------|----------------------|-----------|--------------------------|-----------------------------|----------|------------------|---------------|------------------|
| 65 | 05/07/2024 | | Barclays Current Acc | online | Bank Charges / Interest | Barclays | E | 32.31 | | 32.31 |
| 66 | 10/07/2024 | | Barclays Current Acc | online | Office Gas | British Gas Lite | L | 43.10 | 2.16 | 45.26 |
| 67 | 10/07/2024 | | Barclays Current Acc | online | Office Electric | British Gas Lite | L | 85.42 | 4.27 | 89.69 |
| 68 | 15/07/2024 | | Barclays Current Acc | | NNDR | Fenland District Council | E | 120.00 | | 120.00 |
| 69 | 22/07/2024 | | Barclays Current Acc | | Music on the Market | Simon Lee | E | 250.00 | | 250.00 |
| 70 | 22/07/2024 | | Barclays Current Acc | | Music on the Market | Radius 45 Michael Firko | E | 600.00 | | 600.00 |
| 71 | 22/07/2024 | | Barclays Current Acc | online | MVAS Maintenance | Fenland Electrical Services | S | 150.00 | 30.00 | 180.00 |
| 71 | 22/07/2024 | | Barclays Current Acc | online | MVAS Maintenance | Fenland Electrical Services | S | 150.00 | 30.00 | 180.00 |
| 72 | 23/07/2024 | | Barclays Current Acc | online | Hanging basket watering | Jamie Webb | E | 2,600.00 | | 2,600.00 |
| 73 | 23/07/2024 | | Barclays Current Acc | online | Office Cleaning | Clare Lynch | E | 301.12 | | 301.12 |
| 74 | 23/07/2024 | | Barclays Current Acc | online | Staff Salaries | Whittlesey Town Council | E | 2,331.35 | | 2,331.35 |
| 75 | 23/07/2024 | | Barclays Current Acc | online | Tax & NI | HMRC | E | 902.41 | | 902.41 |
| 76 | 23/07/2024 | | Barclays Current Acc | online | Clerks & Councils Direct | Clerks and Councils Direct | S | 105.50 | 21.10 | 126.60 |
| 77 | 23/07/2024 | | Barclays Current Acc | online | Electric Front Door | LAM Automation Limited | S | 120.00 | 24.00 | 144.00 |
| 78 | 23/07/2024 | | Barclays Current Acc | online | Music Advert | Discovering Magazines | E | 450.00 | | 450.00 |
| 78 | 23/07/2024 | | Barclays Current Acc | online | Music Advert | Discovering Magazines | E | 450.00 | | 450.00 |
| 79 | 23/07/2024 | | Barclays Current Acc | online | Music Advert | Discovering Magazines | S | 100.00 | 20.00 | 120.00 |
| 80 | 23/07/2024 | | Barclays Current Acc | online | Citizens Advice | Rural CAB | E | 1,846.00 | | 1,846.00 |
| 81 | 23/07/2024 | | Barclays Current Acc | online | Travel Expenses | Alex Miscandlon | E | 36.00 | | 36.00 |
| 82 | 24/07/2024 | | Barclays Current Acc | | .gov emails | vision ict | S | 50.00 | 10.00 | 60.00 |
| 83 | 24/07/2024 | | Barclays Current Acc | | Cleaning products | TLC R US LTD | S | 4.58 | 0.92 | 5.50 |
| 84 | 24/07/2024 | | Barclays Current Acc | | Window Cleaning | H20 Pure - Mark Nicholas | E | 30.00 | | 30.00 |
| 85 | 24/07/2024 | | Barclays Current Acc | | Website SLA | SG Computing Ltd | E | 140.00 | | 140.00 |
| 86 | 24/07/2024 | | Barclays Current Acc | | Trade Recycling | Fenland District Council | E | 148.31 | | 148.31 |
| 87 | 24/07/2024 | | Barclays Current Acc | | Stationery | Peterborough Office Suppl | S | 19.25 | 3.85 | 23.10 |
| 87 | 24/07/2024 | | Barclays Current Acc | | Stationery | Peterborough Office Suppl | S | 41.78 | 8.36 | 50.14 |
| 87 | 24/07/2024 | | Barclays Current Acc | | Stationery | Peterborough Office Suppl | S | 40.79 | 8.16 | 48.95 |
| 88 | 24/07/2024 | | Barclays Current Acc | | Pension contribution | Cambus Pension Scheme | E | 840.05 | | 840.05 |
| 89 | 24/07/2024 | | Barclays Current Acc | dd | Phone & Internet | EYAD | S | 96.40 | 19.28 | 115.68 |
| 90 | 24/07/2024 | | Barclays Current Acc | | frame | Frame Express | S | 38.24 | 7.65 | 45.89 |
| Total | | | | | | | | 12,122.61 | 189.75 | 12,312.36 |