



Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber
at 7.30pm Wednesday 16th February 2022.

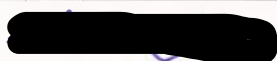
COUNCILLORS: A. Cooney R. Dipple
 D. Gaye G. Grant
 C Martin N. Stanley (Chair)

ALSO PRESENT: K Roberts – Responsible Finance Officer

Min No	Item	Action
113 113.1	Apologies Apologies were received from Cllr Hughes, Hodgson and Szklarczyk.	
114 114.1	Declarations of Interest Cllr Martin and Cllr Gaye declared an interest in item 129.1 as both are involved with the Chetwynd Charity.	
115 115.1	To receive any requests for dispensation None were received	
116 116.1	Chair to close meeting for public session No members of the public were in attendance.	
117	Chair reopened the Meeting	
118 118.1	Minutes The copy of minutes were amended to correct the date at Item 101 to 17 th November 2021. The minutes were proposed. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> The minutes were accepted as a true and correct record.	
119 119.1	Matters Arising All Matters had been dealt with or were on the agenda.	
120 120.1	Payments Cllrs noted that the January 2022 payments had been agreed at Extraordinary Full Council held on 26 th January 2022	

120.2	Concern was raised at payment to Leaflet Distribution as Cllrs had not received newsletters to date. It was agreed to hold payment until it was known that the leaflets had been distributed.	Payments to be attached to the minutes.
120.3	It was noted that the payment for insurance was for 2022/2023 year.	
120.4	It was proposed that all payments recorded to 16 th February 2022 and on the creditors list be approved. <i>Proposed: Cllr Dipple; Seconded: Cllr Gaye</i> The payments were approved and signed and are attached to the minutes.	
121	Income and Expenditure Report	
121.1	The Income and Expenditure reports for December 2021 and January 2022 were proposed for approval. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> It was agreed to approve the income and expenditure reports for December 2021 and January 2022.	
121.2	Local Council Award Scheme It was proposed that £250 application fee for the Gold LCAS be found from the Professional and Legal Fees budget. <i>Proposed: Cllr Martin; Seconded: Cllr Gaye</i> The motion was agreed	
122	Bank Reconciliations	
122.1	It was proposed that the Bank Reconciliations for December 2021 and January 2022 be approved. <i>Proposed: Cllr Cooney; Seconded: Cllr Martin</i> It was agreed approve the Bank Reconciliations.	
123	Debtors	
123.1	From the money stolen by R Mason, an amount had been recovered from the sale of her house, sale of horse box and her local government pension. The courts had identified that £17,005 was a reasonable amount in addition to be paid back in future years.	
123.2	Cllrs were concerned at the best way to reflect this in the audit and it was recommended that the RFO seek clarification from the external auditors when the AGAR is for 2021/2022 is completed. <i>Proposed: Cllr Martin; Seconded: Cllr Cooney</i> The motion was agreed	
124	Internal Audit	
124.1	It was proposed to appoint the current Internal Auditors for the 2022/2023 year. <i>Proposed: Cllr Stanley; Seconded: Cllr Grant</i> The motion was agreed.	
124.2	It was further proposed to accept the schedule of works for the internal auditor contract. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i>	

Signed:



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	The motion was agreed.	
125 125.1	Virements Cllrs noted the Ear Marked Reserves and noted that the £10,000 for Jubilee project would be added. <i>Proposed: Cllr Stanley Seconded: Cllr Grant</i> The motion was agreed	Clerk to place on March Full Council agenda
125.2	It was proposed to request that Full Council delegate the decision on year end virements to Finance and Management Committee on 16 th March 2022 and 20 th April 2022. <i>Proposed: Cllr Stanley; Seconded: Cllr Cooney</i> The motion was agreed	
126 126.1	Markets Accounts In November 2021 Full Council agreed to close the Santander and Unity Trust Accounts and open up CCLA account. Council also looked at opening an account for Markets.	
126.2	It was proposed to recommend that any changes in the accounts are left until May 2022. <i>Proposed: Cllr Stanley; Seconded: Cllr Grant</i>	
127 127.1	Items from Rose Committee held 12th January 2022 Rose committee have not realised the projected income from the Food and Film Festival and the Fringe Festival. It was proposed that any loss be found within Rose Budgets <i>Proposed: Cllr Stanley; Seconded: Cllr Dipple</i> The Motion was agreed	
128 128.1	Electricity Renewal Costs It was agreed that no action be taken at this stage as the market was still in flux.	
129 129.1	Small Grant Award It was proposed to award £500 to each of the following applications <ul style="list-style-type: none"> • Charity for the Provision of a Recreation Ground for the Inhabitants of the Ancient Parish of Rugeley. • Cannock Chase SHED • Katherine House Hospice • Chetwynds Charity • Lea Hall Brass Band • Cannock Chase Dementia Action Alliance <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> It was agreed that the above applicants each receive a grant of £500.	
130 130.1	Date of Next Meeting The date of the next meeting is Wednesday 16 th March 2022.	

There being no further matters the meeting concluded at 8:15pm

Signed:



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