



# Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber  
at 7.30pm Wednesday 19<sup>th</sup> July 2023.

COUNCILLORS:      A Cooney                                  D Foceac  
                             D Gaye                                        I Hodgson (Vice Chair)  
                             R Hughes                                    I Pyke  
                             N Stanley (Chair)

ALSO PRESENT:        H Goodreid – Town Clerk

Min No	Item	Action
<b>31</b> 31.1	<b>Apologies</b> All Councillors were in attendance.	
<b>32</b> 32.1  32.2	<b>Declarations of Interest</b> Cllr Hodgson knew all the electrical contractors through business work.  Cllr Cooney declared a personal prejudicial interest as she knew and worked with all the electrical contractors and agreed to leave the meeting for the discussion at item 41.	
<b>33</b> 33.1	<b>To receive any requests for dispensation</b> None	
<b>34</b> 34.1	<b>Chair to close meeting for public session</b> No members of the public were in attendance.	
<b>35</b>	<b>Chair reopened the Meeting.</b>	
<b>36</b> 36.1	<b>Minutes</b> The minutes of the Finance and Management Committee held on 28 <sup>th</sup> June 2023 were approved. <i>Proposed: Cllr Hodgson; Seconded: Cllr Gaye</i> <b>The minutes were accepted as a true and correct record.</b>	

<b>37</b> 37.1	<b>Matters Arising</b> Cllr Gaye apologised to the staff for the delay in signing the salaries for July. It emphasised the need to get additional signatories on the bank accounts.	
<b>38</b> 38.1	<b>Payments</b> It was proposed that all payments recorded to 19 <sup>th</sup> July 2023 and on the creditors list be approved. <i>Proposed: Cllr Gaye; Seconded: Cllr Foceac</i> <b>The payments were approved and signed and are attached to the minutes.</b>	Reports attached to the minutes.
<b>39</b> 39.1	<b>Income and Expenditure Report</b> The Income and Expenditure reports for June 2023 were proposed for approval. The high expenditure on utility costs were noted. The increased income at the Rose Theatre was noted. Clerk was asked to speak to staff about turning lights off and other ways to reduce spend on electricity. The overspend on repairs and maintenance was due to the roofing costs – a virement would be sought in September to bring allocated savings in Ear Marked Reserves in to cover this cost. <i>Proposed: Cllr Cooney; Seconded: Cllr Pyke</i> <b>It was agreed to approve the income and expenditure reports for June 2023.</b>	Reports attached to the minutes.
<b>40</b> 40.1	<b>Bank Reconciliations</b> It was proposed that the Bank Reconciliations for June 2023 be approved. <i>Proposed: Cllr Cooney; Seconded: Cllr Hodgson</i> <b>It was agreed to approve the Bank Reconciliations for June 2023.</b>	Reports attached to the minutes.
	<b>Cllr Cooney left the meeting for this item.</b>	
<b>41</b> 41.1	<b>LED Lighting</b> Cllrs received three quotes for the work of changing all the light fittings in the Town Council buildings to LED units.	
41.2	Quote 1: £1,155 + VAT and included the removal of old fixtures and fittings Quote 2: £1,988 + VAT excluded the removal of old fixtures and fittings Quote 3: £939.65 but labour on an estimated daily charge and did not include delivery charge for corn lamps.	
41.3	It was proposed to accept Quote 1 as it was the most comprehensive and included everything that would be required. <i>Proposed: Cllr Gaye; Seconded: Cllr Foceac</i> <b>It was agreed to let the contract to Connect Midlands Ltd (Electrical Services).</b>	
<b>42</b> 42.1	<b>Date of Next Meeting</b> The date of the next meeting is Wednesday 20 <sup>th</sup> September 2023.	

There being no further matters the meeting concluded at 7:47pm

Signed:

Finance and Management Committee

Date: