

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance, Policy and General Purposes** Committee held via Zoom on Tuesday 20 October 2020 at 6:00pm.

Present: Councillors Mrs H Coughlan, J Harston, G Jackson, Mrs N Wilson, Mrs L Wild and C Winspear.

Also: M King, Town Clerk & Cllr S Lapsley.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972

F056/20 ELECTION OF CHAIRMAN FOR THE YEAR 2020/21

Following the resignation of the previous Chairman, Cllr Harston took the Chair for this vote.

Proposed by Councillor Mrs Wild, seconded by Councillor Mrs N Wilson and unanimously

RESOLVED that Cllr G Jackson be elected as Chairman of the Finance Policy and General Purposes Committee for the municipal year 2020-21.

F057/20 ELECTION OF VICE CHAIRMAN FOR THE YEAR 2020/21

Proposed by Councillor Mrs Coughlan, seconded by Councillor Mrs N Wilson and unanimously

RESOLVED that Cllr J Harston be elected as Vice Chairman of the Finance Policy and General Purposes Committee for the municipal year 2020-21.
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F058/20 APOLOGIES FOR ABSENCE

Apologies were received from Councillor R Dalrymple.

F059/20 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

Cllr G Jackson declared an interest in one of the items on the schedule of payments (Item F064/20) as a member of the Whitby Hospitality Group. This was noted.

F060/20 PUBLIC PARTICIPATION

No members of the public were present.

GENERAL PURPOSES & POLICY

F061/20 MINUTES

Proposed by Councillor J Harston, seconded by Councillor C Winspear and unanimously

RESOLVED that the Minutes of the Finance Policy & General Purposes Committee meeting, held 17 March 2020, be taken as read and confirmed as a correct record and signed by the Chairman.

F062/20 ACTION OUTSTANDING FROM PREVIOUS MEETING

The Clerk provided a verbal update on items deferred from earlier meetings: principally events which due to Covid-19 had been cancelled and the Spa

Well, which had been progressed in conversation with the Civic Society and by resolution of Committee (TD&I026/20).

F063/20 CONFIRM MEMBERSHIP AND FUTURE MEETINGS OF EVENTS SUBCOMMITTEE

The committee considered the membership and forward schedule of meetings of the Events Subcommittee. Given the suspension of the events programme, members reflected on how best to support the community's efforts to develop ideas and activities for Whitby.

Proposed by Councillor Mrs. N Wilson, seconded by Councillor C Winspear and unanimously

RESOLVED that the Events Subcommittee be suspended temporarily and that the Clerk email members to seek self-nomination for two members to join the Deputy Clerk as a contributor to the Whitby Hospitality Group for recommendation to Full Council.

FINANCE

F064/20 APPROVAL OF EXPENDITURE AND INCOME

To approve payments and receipts on behalf of the Council to 15 October.

Proposed by Councillor Mrs. H Coughlan, seconded by Councillor J Harston and unanimously

RESOLVED that the schedule of payments up to 15 October 2020 in the sum of **£22,849.46** (excluding WHG) and income of **£116,494.63** as attached hereto is approved and submitted to Full Council.

Cllr Jackson withdrew from the debate and Cllr Harston took the Chair.

Proposed by Councillor Mrs. N Wilson, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that supplemental to the schedule of payments up to 15 October the sum of **£100.00** (WHG) as attached hereto is approved and submitted to Full Council.

F065/20 INCOME AND EXPENDITURE AGAINST BUDGET TO 30 SEPTEMBER 2020

Members considered the budget to end of Month 11, the Clerk discussed the requirements for virements and transfers to and from reserves required for the financial year end.

Proposed by Councillor C Winspear, seconded by Councillor G Jackson and unanimously

RESOLVED that the budget to the end of Month 6, 2020/21 is received.


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17 November 2020

WHITBY TOWN COUNCIL
FINANCE POLICY & GENERAL PURPOSES COMMITTEE – 20 OCTOBER 2020
APPROVAL OF EXPENDITURE AND INCOME

1. Expenditure transactions - approval list

Tn no	Gross	Heading	Details
1144	£24.38		Barclaycard - Statement to 16 September
1	£14.39	5000/2/9	Zoom Subscription - 2 Sep 2020
2	£9.99	5000/2/1	Amazon - Stationery - 9 September 2020
1145	£84.00	5000/4/10	Ivy Construction Ltd - Reprogram Rear Entry Keypad - Labour Only
1147	£111.50		Pitney Bowes - August Invoice
1	£100.00	5000/2/4	Meter Reset
2	£5.50	5000/2/4	Transaction Fee
3	£6.00	5000/2/4	Paper Invoice Fee
1148	£335.00	5000/3/19	Pete Witney - Supply & fit information board Battery Parade
1149	£10.00	5000/2/18	Yorkshire Local Councils Association - Charities Overview of Trustees
1150	£6.50	5000/2/13	Barclays Bank - Commission
1151	£0.19	5000/4/3	Business Stream - Water Charges
1152	£175.86	5000/5/1	Business Stream - Water Charges (Stakesby Vale)
1153	£23.40	5000/4/6	Cathedral Hygiene - Hygiene Contracts
1154	£35.00	5000/2/8	Information Commissioners Office - Registration
1155	£183.59	5000/2/5	Document Solutions - Telephone & Broadband
1156	£1,802.00	25/09/20	Scarborough Borough Council - NDR Toilets
1	£499.00	5000/4/5	NDR Toilet 1
2	£86.00	5000/4/5	NDR Toilet 2
3	£127.00	5000/4/5	NDR Toilet 3
4	£55.00	5000/4/5	NDR Toilet 4
5	£511.00	5000/4/5	NDR Toilet 5
6	£524.00	5000/4/5	NDR Toilet 6
1157	£100.00	5000/3/1	Whitby Hospitality Group - Mayoral Support to Whitby Hospitality Group
1158	£123.84	5000/2/9	Edge It Systems Ltd - Microsoft 365 - Monthly Fees
1159	£226.97	5000/2/2	Sapphire Print Solutions - Photocopy charges
1160	£481.50	5000/4/7	Lewis Hart Security Services - September Patrols
1161	£2,610.00	5000/5/12	Burrell Foley Fischer LLP - Old Town Hall Phased Payment 1
1165	£182.70	5000/2/5	Document Solutions - Telephone & Broadband
1166	£414.60	5000/4/3	Castle Water Limited - Annual Payment to 20 Jan
1167	£105.84	5000/4/11	PHS Group - Consumables
1168	£212.08	5000/2/2	Grenke Leasing - Photocopier /leasing
	£15,700.51		Confidential Transactions
Total	£22,949.46		

2. Income transactions - approval list

Tn no	Gross	Heading	Details
58	£4,004.73	4200	HM Customs & Revenue - VAT refund 01/04/20
54	£20.00	4000/18	Victoria Primary School, Keighly for 2x toilet pass
55	£110,000.00	4100	Scarborough Borough Council - Precept Part 2
59	£2,469.90	4000/6	Literary & Philosophical Society - 60%
Total	£116,494.63		