

WHITBY TOWN COUNCIL

Minutes of the meeting of the **Finance, Policy and General Purposes** Committee held via Zoom on Tuesday 17 November 2020 at 6:00pm.

Present: Councillors G Jackson (Chair), Mrs H Coughlan, B Dalrymple, J Harston, Mrs L Wild, Mrs N Wilson and C Winspear (from item 095/20).

Also: M King, Town Clerk.

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

F090/20 APOLOGIES FOR ABSENCE

It was noted that G Stephenson (substitute) had resigned as a councillor.

F091/20 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

None.

F092/20 PUBLIC PARTICIPATION

No members of the public were present.

GENERAL PURPOSES & POLICY

F093/20 MINUTES

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

RESOLVED that the Minutes of the Finance Policy & General Purposes Committee meeting, held 20 October 2020, be taken as read and confirmed as a correct record and signed by the Chairman.

F094/20 ACTION OUTSTANDING FROM PREVIOUS MEETING

The Clerk provided a verbal update on an item resolved at Full Council further to minute F063/20, whereby Cllrs Derrick and Lapsley had been appointed as representatives to the Whitby Hospitality Group.

Proposed by Councillor B Dalrymple, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that Clerk write to Cllr Lapsley to establish his availability to attend the next meeting of the Whitby Hospitality Group.

FINANCE

F095/20 APPROVAL OF EXPENDITURE

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

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

RESOLVED that the schedule of payments up to 15 November 2020 in the sum of **£31,938.17** (in respect WTC) and of **£1,010.34** (in respect PAG) as attached hereto is approved and submitted to Full Council.

F096/20 NOTICE OF COMPLETION OF LIMITED ASSURANCE REVIEW

Proposed by Councillor Mrs L Wild, seconded by Councillor J Harston and unanimously

RESOLVED that the committee notes the receipt of an unqualified certificate from the council's external auditor concluding the 2019/20 Annual Accountability and Governance Review, to be published on the town council's website by 30 November 2020.

F097/20 BUDGET PREPARATION 2021/22

Submitted: a report setting out a preparation timetable for the 2021/22 budget, the major pressures to be considered in preparing the budget and seeking Members' views and direction on the principles to be adopted for 2021/22.

Proposed by Councillor J Harston, seconded by Councillor Mrs L Wild and unanimously

RESOLVED that the budget preparation assumptions on inflationary pressure be noted and that the timetable and mechanism be adopted for preparation of the 2021/22 budget.



19 December 2020

WHITBY TOWN COUNCIL
FINANCE POLICY & GENERAL PURPOSES COMMITTEE – 17 NOVEMBER 2020
APPROVAL OF EXPENDITURE

1. Expenditure transactions (WTC) - approval list

Tn no	Gross	Heading	Details
1171	£478.29	5000/4/2	Total Gas and Power - Electricity Charges September
1184	£46.97	5000/4/6	Rentokil Initial UK Ltd - Sanitary Bins November 2020
1174	£7.53		Pitney Bowes - Postage
	£6.00	5000/2/4	Paper Invoice Fee
	£1.53	5000/2/4	Royal Mail Underpayment and Fee
1172	£14.39		Barclaycard - Statement to 16 October
	£14.39	5000/2/9	Zoom Subscription
1180	£418.70	5000/4/4	Scarborough Borough Council - Commercial Waste Charges 20/21
1178	£10,106.29	5000/5/7	Castle Water Limited - Water Annual - New Quay Road
1179	£180.00	5000/4/10	Brian Oakley - External Windows October
1173	£1,802.00		Scarborough Borough Council - NDR Toilets
	£499.00	5000/4/5	NDR Toilet 1
	£86.00	5000/4/5	NDR Toilet 2
	£127.00	5000/4/5	NDR Toilet 3
	£55.00	5000/4/5	NDR Toilet 4
	£511.00	5000/4/5	NDR Toilet 5
	£524.00	5000/4/5	NDR Toilet 6
1169	£37.00	5000/3/11	Royal British Legion - Donation - 2 off wreaths
1175	£370.78		Siemens Financial Services Ltd - Lease Rental
	£267.40	5000/2/5	Lease Rental
	£103.38	5000/2/5	Asset Protection Charge
1176	£23.40	5000/4/6	Cathedral Hygiene - Hygiene Contracts
1170	£28.16	5000/2/1	Normans Business Solutions - Stationery
1181	£481.50	5000/4/7	Lewis Hart Security Services - October Patrols
1182	£1,200.00	5000/2/7	PKF Littlejohn - Limited Assurance Annual Fee 19/20
1177	£6.80	5000/2/13	Barclays Bank - e-payment plan charges
1183	£570.00	5000/3/3	C W Sellors - Restoration Deputy Mayor's Chain
	£16,166.36		Confidential Transactions
Total	£31,938.17		

2. Expenditure transactions (PAG) - approval list

Tn no	Gross	Heading	Details
23	£133.34	5002	Global Payments - Card Processing Charges
25	£6.80	5001	Barclays - e-payment Plan Charges
26	£595.20	5014	David Duggleby Ltd - Laura Knight Sketch (at auction)
Total	£1,010.34		