

BERKHAMSTED TOWN COUNCIL

Minutes of a meeting of the

FINANCE & POLICY COMMITTEE

Held in the Council Chamber, Civic Centre, Berkhamsted on

Tuesday 26 July 2022 at 19.30hrs

MEMBERS PRESENT:

Councillors R Freedman (Chair)
G Stevens (Vice-Chair)
A Foster
J Jones
N Taylor

ALSO PRESENT: Councillor S Cloughton

Officers: D Beecroft - Finance Officer
T Noakes – Town Clerk (Minutes)

Three members of the public were present.

OPENING MATTERS

FP 31/22 Apologies for absence were received from Cllrs P de Hoest and P White.

FP 32/22 To receive **declarations of interest** regarding items on the agenda

- (i) Cllr S Cloughton declared that he is a trustee of the Graham Greene Birthplace Trust.
- (ii) No written requests for dispensations for declarable interests, were received.
- (iii) No requests for dispensation as appropriate, were received.

FP 33/22 The minutes of the previous meeting held on 23 May 2022 were **approved**.

FP 34/22 To suspend **Standing Orders to allow public participation**

FINANCIAL MATTERS

FP 35/22 **Grant Applications**

- (i) The grant application (£150) from Age UK Dacorum for a Dinosaur Trail event in Berkhamsted was reviewed and approved. **Action – Town Clerk**
- (ii) The grant application (£1,000) from the Graham Greene Birthplace Trust was reviewed and approved. **Action – Town Clerk**

- (iii) The grant application (£366) from Sunnyside Rural Trust for a replacement battery for the Defibrillator at Sunnyside Allotments, approved at F&P on 23 May 2022 was **noted**.
- (iv) Cllr G Stevens agreed to investigate how the Council could gain a better understanding of the events planned each year by local community organisations and which may result in requests for grant support. A meeting is to be convened with these organisations.

Action – Cllr G Stevens

FP 36/22 Income and Expenditure including Receipts and Payments Schedule

- (i) The Income and Expenditure and Variance Analysis as at 30 June 2022 was **noted and approved**.
- (ii) Payments and receipts schedules for the period up to the 30 June 2022 were sent to the Chair of F&P for scrutiny.
- (iii) The balance sheet as at 30 June 2022 was **noted**.

EXCLUSION OF PRESS & PUBLIC

To **RESOLVE** that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

FP 37/22 Berkhamsted Town Council Credit Card

- (i) The proposal to increase the credit card limit and change the authorised signatory was **approved**. **Action – Finance Officer**

FP 38/22 Berkhamsted Town Council Accounts & Finance Software

- (i) The Accounts & Finance Software move to the 'cloud' was **noted**.

FP 39/22 Youth Centre Dual Fuel Energy Supply Renewal

- (i) The Dual Fuel Energy Supply contract for the Youth Centre renewal on a fixed price for 2 years was **noted**.

FP 40/22 Berkhamsted Town Council Insurance Costs

- (i) The Town Council Insurance Costs over the last 2 years (2021/22 & 2022/23) were **noted**.

FP 41/22 Virement of funds to the Grant and Mayors Civic Functions Budget Lines

- (i) The proposal to vire available funds to the Grant and Mayors Civic Functions Budgets for 2022/23 was **approved**. **Action – Finance Officer**

FP 42/22 Allotment Tenant Liability Insurance

- (i) The options to include allotment tenant liability insurance within the Berkhamsted Town Council Allotment Tenancy agreement were reviewed. F&P Committee decided **not to add allotment tenant liability insurance to the BTC insurance policy.**

FP 43/22 Town Clerk Recruitment

- (i) An update on the Town Clerk recruitment and Support Services decisions **was noted.**

FP 44/22 Festival of Light 2022

- (i) A proposal to award a cash prize to the Berkhamsted Citizens Christmas 'Best Dressed Shop Window' Competition for 2022 was **reviewed and approved by Committee.** The award would be made to Berkhamsted Citizens Association who organise the competition, with the objective being, to increase the number of local businesses taking part in the competition (since the meeting, Berkhamsted Citizens Association have decided not to proceed with a cash prize).

FP 45/22 Close of Meeting

The meeting closed at 20.55 hrs.

Signed.....

Date.....