

**MINUTES OF A MEETING OF THE  
FINANCE AND SCRUTINY COMMITTEE**  
**Held by video conference on Monday 18<sup>th</sup> January 2021 at 7.00pm**

**PRESENT:**

**Councillors:** Stephen Hirst (Vice Chair), Peter Coleman, Nikki Ind, Ann Pearce, Colin Pearce, Judith Taylor, Tony Walsh

**Officers:** Tara Niblett – Chief Executive Officer

**Public:** Cllrs Brown, Painter and Baker along with 2 members of the public

Due to the Chair being absent Cllr Hirst became Chair of the meeting

**FS01. 01/21 Apologies for absence:**

Noted from Cllr O'Connor

**FS02. 01/21 Declarations of Interest:**

None

**FS03. 01/21 Public Consultation:**

Chair of the DRC requested an update on when the Dolphins Recreation Centre will be receiving a copy of the legal agreement in relation to the S106 monies.

Cllr Painter asked whether sufficient funds have been allocated to the legal fee budget and if officers time could be allocated to working groups.

**FS04. 01/21 To approve the minutes of the meeting held on 9<sup>th</sup> November 2020:**

It was proposed by Cllr A Pearce, seconded Cllr Coleman to approve the minutes of the meeting held on 9<sup>th</sup> November 2020.

Voting Record:	For – 6	Against – 0	Abstentions – 1	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS05. 01/21 To note action points from previous meetings:**

Arrange Emergency scenario exercise – Due to COVID-19 scenario exercise on-hold

To allocate, review and update each policy and procedure – 3 policies on agenda to be approved, CEO has requested teams meeting with policy working group to ascertain policies that need approving Remit of Committees and Financial Regulations are a priority

Buildings Review – CDC have confirmed that no business rates relief can be provided for the Hub and Bromford have advised a full maintenance lease is required.

To review SLA with DHMC – On-going

Grant from Tesco regarding COVID-19 Grant has been extended until January 2021

Contact CDC to request SWRS106 monies reallocation – CDC still awaiting a response from the housing developer, District Cllr Hirst to make contact with CDC Planning to provide an update

Contact Solicitor regarding amendment of Unilateral Undertaking – Due to legal dispute over the land the Unilateral Undertaking is currently on hold

To recommend and approve Reserves Policy – new policy to be brought to F&S in February

**FS06. 01/21 To note Finance Summary, Bank Reconciliation to the end of December 2020:**

The Committee noted that as of 31<sup>st</sup> December 2020 the balance in the TTC current account £158,330.63 of which £137,353.21 is from the Highfield S106 monies, TTC Deposit Account £209,644.20, 3 month fixed term account £371,002 (SIAC S106 monies) and VIC Current account £4,827.68.

**FS07. 01/21 To approve payments for January 2021 and estimate transfer of funds:**

**MINUTES OF A MEETING OF THE  
FINANCE AND SCRUTINY COMMITTEE**  
**Held by video conference on Monday 18<sup>th</sup> January 2021 at 7.00pm**

The January payments from the TTC Current account amounting to £22,706.23 and the January payments from the VIC Current Account amounting to £1,420.87 were presented to the Committee for authorisation. No transfer of funds were requested at this time. It was proposed by Cllr C Pearce, seconded Cllr Taylor to approve the January payments.

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS08. 01/21 To note income and expenditure for Month 9:**

Noted

**FS09. 01/21 To note budget recommendations from public consultation:**

Various questions had been received from members of the public who attended the consultation which took place on 12<sup>th</sup> January along with emails that have been received. Although a new budget line had been added for replacement of Cllrs ink due to COVID and Cllrs printing more paperwork, it was questioned whether the £700 allocation was acceptable? Allocation of funds in relation to the Enhanced Youth Services. Cllr A Pearce advised that the allocation of this budget line was to provide youth workers to work with young people after 7.30pm, during lockdown this funding stream could not be used for its intended services and World Jungle have been appointed to carry out activities before Christmas and in the February half-term week. The new Health and Wellbeing Committee will be working closely with CDC and look at the potential of providing residents with a signposting service. It was felt that the Council should be looking for grants to repair the Old Courthouse instead of the maintenance and repairs being funded through the precept.

**FS10. 01/21 To approve the carry over of underspends from budget lines into 2021/22 budget:**

After discussing various options it was proposed by Cllr Walsh, seconded Cllr Ind for the underspends from each budget line to be placed in the general reserves for 2021/22 and should any committee request an extra allocation of funds to a specific project this needs to be presented to Finance & Scrutiny or Full Council.

Voting Record:	For – 6	Against – 0	Abstentions – 1	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS11. 01/21 To consider the precept request for 2021/22 and make recommendations to Full Council:**

Following the public consultation and looking at the free reserves that are currently forecast it was proposed by Cllr Coleman, seconded Cllr A Pearce to recommend to Full Council that the precept request is reduced to 7% which equates to £389,480.

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS12. 01/21 To approve the Grant policy under £500, Vexatious Policy and Complaints Procedure:**

Grants Policy under £500 - Following the minor amendments requested by Full Council, one minor amendment was requested to include the climate change details in the application. It was proposed by Cllr A Pearce, seconded Cllr Ind to approve the Grants policy under £500.

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

**MINUTES OF A MEETING OF THE  
FINANCE AND SCRUTINY COMMITTEE**  
**Held by video conference on Monday 18<sup>th</sup> January 2021 at 7.00pm**

Vexatious Policy - It was proposed by Cllr A Pearce, seconded Walsh to approve the Vexatious Policy.

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

Complaints Procedure It was proposed by Cllr Ind, seconded Cllr A Pearce to approve the complaints procedure.

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS13. 01/21 Correspondence Received:**

Correspondence received and noted from DRC in relation to our letter dated 14<sup>th</sup> January 2021. Noted from Bromford in relation to their offer for a new lease from March 2021.

**FS14. 01/21 Councillor Reports:**

None

**FS15. 01/21 Items for next agenda:**

Bring forward more policies to be reviewed and approved

**FS16. 01/21 Date of next meeting:**

Monday 8<sup>th</sup> February 2021, 7pm

**FS17. 01/21 Exclusion of the Public and Press to allow discussion of confidential business:**

It was proposed by Cllr Ind, seconded Cllr C Pearce that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following item of business on the grounds it involved the likely disclosure of confidential information (as defined in paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

Meeting closed 8.16pm

Chair ..... Dated .....

**MINUTES OF A MEETING OF THE  
FINANCE AND SCRUTINY COMMITTEE**  
**Held by video conference on Monday 18<sup>th</sup> January 2021 at 7.00pm**

**FS18. 01/21 To approve Confidential minutes of the meeting held on 9<sup>th</sup> November 2020:**

It was proposed by Cllr Coleman, seconded Cllr Taylor to approve the minutes of the meeting held on 9<sup>th</sup> November 2020

Voting Record:	For – 7	Against – 0	Abstentions – 0	Absent - 1
----------------	---------	-------------	-----------------	------------

**FS19. 01/21 Staffing Matters:**

To provide Committee with an update on monthly staff supervision's

**FS20. 01/21 Confidential matters arising on the night:**

Update regarding Solicitors advice

Meeting closed 9.18pm