

**HUNTINGDON TOWN COUNCIL**

**FINANCE COMMITTEE**

A meeting of the Finance Committee was held at virtually over Zoom on Thursday 10<sup>th</sup> December 2020.

**MINUTES**

Present: Councillors: M Baker; A Beevor; A Blackwell; P Brown; J Cole; A Diaz; C Doyle; S Gifford; V Hufford; P Kadewere; P Kennington; B Luckham; A McAdam; S McAdam; P Pearce (Chairman); T Sanderson; T Shrapnel; S Sweek and K Webb.

Absent: Councillors: None

10. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor A Diaz

*Clerk's Note: Cllr Diaz arrived during agenda item 14.*

11. **DECLARATIONS OF INTEREST**

There were none.

12. **PUBLIC ADDRESS**

The Town Clerk advised Members that a meeting would need to be scheduled to discuss the proposed trial closure of the town bridge. It was agreed an extra ordinary meeting would be scheduled on 17<sup>th</sup> December 2020.

13. **MINUTES**

The minutes of the Finance Committee meeting held on 15<sup>th</sup> October 2020 (M1) were presented to Members. The Chairman asked Members if there were any comments, there were none. It was proposed, seconded and

**RESOLVED** to approve the minutes, which would be signed by the Chairman at a later date

14. **RECOMMENDATION OF SUB COMMITTEES**

Members had before them minutes of the Finance Sub Committee meeting held on 5<sup>th</sup> November 2020 (M1)

It was proposed, seconded and

**RESOLVED** to receive, approve and adopt the recommendations contained therein.

15. **MONTHLY EXPENDITURE**

Members had before them a copy of the monthly expenditure of Huntingdon Town Council for September and October 2020. Members were requested to email any questions or comments to the Responsible Finance Officer (RFO), Town Clerk and Chairman of the Finance Committee prior to the meeting.

The following queries were received by the RFO:

- Members questioned the payment to Avena confidential waste. It was explained that this was paid quarterly, and covered collections every 6 weeks.
- Members questioned the payment to SLCC for £6300. It was explained that this was for the Community Governance course being undertaken by the Corporate Officer.
- Members questioned the payment of £52,656 for a composting machine. It was explained this was needed as the Estates Team no longer had access to the Sallowbush 2 site for composting, and would also be used for disposing of floral displays as needed at the crematorium site.

With no further questions or comments. It was proposed, seconded and

**RESOLVED** to approve the monthly expenditure for September and October 2020 and the reports would be signed by the Chairman at a later date

16. **BANK RECONCILIATION**

Members received a copy of the bank reconciliation for months ending 31<sup>st</sup> October and 30<sup>th</sup> November 2020. The Chairman asked Members whether there were any questions. There were none. It was proposed, seconded and

**RESOLVED** to approve the bank reconciliations for month ending 31<sup>st</sup> October and 30<sup>th</sup> November 2020 and copies of the bank reports would be signed by the Chairman at a later date.

17. **BUDGET VS ACTUALS**

Members were presented with the Budget vs Actuals up to 31<sup>st</sup> October 2020. The Chairman asked for comments and questions.

The Finance Manager advised Members that HDC had confirmed the license for the Christmas market could not be refunded.

It was proposed, seconded and

**RESOLVED** to note the budget vs actual up to 31<sup>st</sup> October 2020.

18. **OVER £1,000 INVOICES**

Members were presented with a report including a list of over £1,000 invoices the Town Clerk approved using delegated powers during government lock down due to the coronavirus pandemic.

It was proposed, seconded and

**RESOLVED** to approve the list of over £1,000 invoices the Town Clerk approved using delegated authority.

19. **EXTERNAL AUDITOR'S REPORT**

Members congratulated the Finance Manager as no comments had been received on the report. It was then proposed, seconded and

**RESOLVED** to note the report.

20. **GRANTS**

Members had received an application from Spotlight Productions for £500 towards PA equipment. It was noted that the group had been hit hard by the pandemic, and Members felt it was important to support them. It was proposed, seconded and

**RESOLVED** to award £500 to Spotlight Productions.

Members received an application from Cambridgeshire Search and Rescue for contribution towards a heat seeking camera. It was noted that while the service was not based in Huntingdon, it did benefit Huntingdon residents. It was proposed, seconded and

**RESOLVED** to award £500 to Cambridgeshire Search and Rescue.

21. **CIL APPLICATION**

*Clerk's Note: Cllr Luckham joined the meeting.*

The Town Clerk advised Members that HTC could make an application for CIL funding from HDC. It was suggested that funding could be requested for a new cricket pavilion, which could also include a base for Hunts Cancer Care Network and Huntingdon Netball Club.

Members felt this project would be beneficial to the town and noted that the Council should take the opportunity to gain funding for the project. It was suggested that Sports England could also be approached for additional funding.

It was explained that architects would be contacted for an initial plan when funding was secured, but the estimated cost was approximately £1 million.

It was then proposed, seconded and

**RESOLVED** to submit a CIL application for the cricket pavilion project.

22. **LOCAL HIGHWAY IMPROVEMENTS BID**

The Town Clerk informed Members that the proposed LHI bid to widen St Peters Road to allow for a separate lane for vehicles turning right onto Redwongs Way would not be possible as there was not enough space, but new traffic signalling equipment was available to ease congestion in the area, so it was proposed, seconded and

**RESOLVED** to amend the LHI bid to include the traffic signalling equipment.

*Clerk's Note: Cllr Kadewere left the meeting.*

23. **EXCLUSION OF THE PUBLIC AND PRESS**

The Chairman asked Members whether it was their wish to move that the public and the press be excluded from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 and it was

**RESOLVED** to do so.

24. **BUDGET 2021/22**

This item can be found in a private & confidential appendix.

25. **STAFFING SUB COMMITTEE**

This item can be found in a private & confidential appendix.

26. **READMISSION OF THE PUBLIC AND PRESS**

The Chairman asked Members whether it was their wish to readmit members of the public and the press to the meeting and it was

**RESOLVED** to do so.

27. **DATE & AGENDA OF THE NEXT MEETING**

The date of the next meeting was noted as Thursday 7<sup>th</sup> January 2021, via Zoom.

**CHAIRMAN**