

Queenborough Town Council

Minutes of the meeting of the **Finance & General Purposes Committee**

On **Monday 24th October 2022** at 19.00 in the Committee Room, High Street,
Queenborough

Committee Present: Councillors Shiel, Fowle, Stockbridge, Constable, Simpson,
Marchington, Darby, Telford.

Lisa Gransden – Town Clerk & RFO

Councillor Marchington is Chairman of the F&GP Committee 2022/2023

1. Apologises and grounds for absence: None

2. Declaration of Interests: None.

3. Public questions: None

4. Minutes of the meeting held on 26th September 2022.

The minutes were reviewed and adopted as a true copy and signed as a true copy by the Chairman of the meeting, Cllr Marchington.

5. Matters arising from the meeting held on 26th September 2022.

Cllr Marchington reported on the purchase of the new shelving in the storeroom costing £236 to date.

6. Chair's remarks – Thank you for coming.

7. F&GP Budget vs Spend

The committee inspected closely the Clerk's presentation on the Finance & General Purposes spend to 30th September 2022.

8. To consider opting out of the SAAA central external auditor appointment arrangements.

Councillors had been circulated supporting information from the Town Clerk.

The Committee had deferred the item at the F&GP meeting on 24th October to this meeting.

It was agreed to not opt out. **Action the Clerk**

9. Human Resources - Nothing to report

10. Correspondence – None

11. Financial Reports

Cashbook and Bank Reconciliation

a) The Cashbook was noted, and the bank reconciliations were approved for September 2022.

b) Payments made for September 2022 – payments were approved, there were no matters arising.

c) Payments made between the meetings of Full Council and Finance & General Purposes. Payments made were reviewed and approved.

d) Payments for authorisation

Payments were approved for Let's Dance (school panto) £1,600 + VAT = £1,920, Payroll £1,282.78, Members Allowance payments (as received), IOS information centre grant £50, Sheppey Matters £50 Christmas Lights Jingle

12. Reserved for Late Inclusions Previously Notified to the Chair – None

13. Any Other Business

Queenborough Guildhall

The Clerk reported on the photocopier lease and requested a meeting with the Mayor and Chair of F&GP to discuss, date to be arranged between all.

The Clerk reported on the continued storage issue with QTC email account.

There being no further business the finance meeting closed at 20.00 hours

Date of next meeting: Monday 5th December 2022