



Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber at 7.30pm Wednesday 19th April 2023.

COUNCILLORS:

A Cooney

R. Dipple

D Gaye

G Grant

I Hodgson (Vice Chair)

I Pyke

N Stanley (Chair)

ALSO PRESENT:

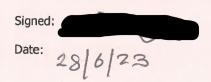
H Goodreid - Town Clerk

K Roberts - Responsible Financial Officer

Cllr K Tait-Green

Min No	Item	Action
1	Apologies	
1.1	Apologies were received from Cllrs Hughes and Martin.	
2	Declarations of Interest	
2.1	None	
3	To receive any requests for dispensation	
3.1	None	
4	Chair to close meeting for public session	
4.1	No members of the public were in attendance.	
5	Chair reopened the Meeting	
6	Minutes	
6.1	The minutes of the Finance and Management Committee held on 15 th	
	March 2023 were approved.	
	Proposed: Cllr Dipple; Seconded: Cllr Cooney	
	The minutes were accepted as a true and correct record.	
7	Matters Arising	
7.1	None	

8 8.1	Payments It was proposed that all payments recorded to 19th April 2023 and on the creditors list be approved. Proposed: Cllr Dipple; Seconded; Cllr Hodgson The payments were approved and signed and are attached to the minutes.	Reports attached to the minutes.
9 9.1	Income and Expenditure Report It was noted that the entire cost for the Mindfulness Garden had come from donations and from a grant.	
9.2	It was noted that the cost of employing FOI experts had cost the council £1.344 + VAT	
9.3	The Income and Expenditure report for March 2023 was proposed for approval. Proposed: Cllr Cooney; Seconded: Cllr Hodgson It was agreed to approve the income and expenditure reports for March 2023.	Reports attached to the minutes.
10 10.1	Bank Reconciliations It was proposed that the Bank Reconciliations for March 2023 be approved. Proposed: Clir Dipple; Seconded: Clir Gaye It was agreed to approve the Bank Reconciliations for March 2023.	Reports attached to the minutes.
11 11.1	Virements and Budget Balancing It was proposed that the budget be increased in 130 by £20,000 to reflect the income from the grants expenditure for the Mindfulness Garden and £4,818 be moved from Neighbourhood Plan budget to cover other overspend in 103 (Staff Costs Town Council) and 130 (Community Engagement Expenditure). Proposed: Clir Cooney, Seconded: Clir Hodgson The motion was agreed	
11.2	It was proposed that £19,190 be moved from ticket sales income to cover the overspend in 204 (Rose Theatre Admin), 212 (Premises and Maintenance) and 251 (Other Costs). Proposed: Clir Cooney; Seconded: Clir Gaye The motion was agreed	
12 12.1	Annual Governance and Accountability Report Clirs noted the first draft of the AGAR which would be coming to full council in May for consideration.	
1 3 13.1	Town Council Alarm System It was noted that the Town Clerk had used delegated authority to pay for recent repairs to the Town Council alarm system.	



14 14.1	Arrangements for paying bills / salaries The paperwork associated with getting Cllrs Martin and Gaye had been sent off to Lloyds Bank. RFO to look at bulk payments method to clear upcoming salaries in future. A full report will go to Full Council in May.	Report to go to May Full Council
15 15.1	Exclusion of the Public The public were excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 section 2.	
16 16.1	Staffing Matters It was agreed that following a successful appraisal, the Administrative Officer be moved up in line with the recommendation of Minute 128 at December 2022 Full Council meeting. Proposed; Cllr Cooney; Seconded: Cllr Dipple The motion was agreed	
17 17.1	Date of Next Meeting The date of the next meeting has not yet been fixed.	

There being no further matters the meeting concluded at 8:10pm