



# Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber  
at 7.30pm Wednesday 20<sup>th</sup> March 2024

COUNCILLORS: D Foceac      D Gaye (Chair)      K Hart  
G Kirkham      I Pyke

ALSO PRESENT: S Buxton – Town Clerk  
M Matthews – Responsible Finance Officer

Min No	Detail	Action
<b>150</b>	<b>Election chair</b> <i>Proposed: Cllr Hart; Seconded: Cllr Kirkham</i> <b>Agreed</b> that Cllr Gaye be elected Chair of the F&M committee until the end of the council year	
<b>151</b>	<b>Apologies</b> Cllrs Cooney, Hughes and Lees <b>Agreed</b> to accept the apologies of Cllrs Cooney, Huges and Lees	
<b>152</b>	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> None	
<b>153</b>	<b>To receive any requests for dispensation</b> None	
<b>154</b>	<b>Chair to close meeting for public session</b> There were no members of the public present	
<b>155</b>	<b>Chair to reopen the council meeting</b> The meeting was re-opened	
<b>156</b>	<b>Minutes – 21<sup>st</sup> February 2024</b> <i>Proposed: Cllr Hart; Seconded: Cllr Foceac</i> <b>Agreed</b> that the minutes of the Finance and Management Committee held on 21 <sup>st</sup> February 2024 be signed as a true and correct record after the correction of £85 to £85K in minute number 139.8	

Signed:  
Date:

<b>157</b>	<b>Matters Arising</b> None	
<b>158</b>	<b>Payments</b> Cllrs to consider approval of the payments received to 20 <sup>th</sup> March 2024 <i>Proposed: Cllr Hart; Seconded: Cllr Gaye</i> <b>Agreed</b> that the payments to 20 <sup>th</sup> March 2024 be approved for payment	
<b>159</b>	<b>Income and Expenditure Reports</b> The January to March inclusive reports to be presented to the April meeting due to the delay in the transition from Rialtus to SCRIBE	
<b>160</b>	<b>Bank Statements</b> February and March bank reconciliations to be presented to the April meeting due to the delay in the transition from Rialtus to SCRIBE	
<b>161</b> 161.1 161.2 161.3 161.4	<b>Finance Report</b> Updates on VAT, SCRIBE, water leak, Bank signatories, and Christmas chocolates were received LDD room hire <i>Proposed: Cllr Kirkham; Seconded: Cllr Hart</i> <b>Agreed</b> that the balance of the grant budget be used to offset the costs of the room hire from April, until an alternative solution is found Application from Church of the Good Shepherd – this is to be dropped now and they will need to re-apply next year, due to failure to provide information Electricity – report from Working party was received	
<b>162</b>	<b>Items to be considered at the next meeting</b> Visit from prospective internal auditor Payroll contract Water usage Council banking options	
<b>163</b> 163.1	<b>Date of Next Meeting</b> Agreed that next meeting of the Finance and Management Committee will be Wednesday 17 <sup>th</sup> April 2024	
<b>164</b>	<b>Exclusion of the Public</b> The chair moved that the public be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2	

The meeting closed at 8.28 pm