

NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE

Tuesday 19th July 2022, 7-8PM

Northstowe Secondary College, Community Room

To all members of the **Finance and Governance Committee**, you are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below

Signed: *Mark Nokkert* 14th July 2022

Mark Nokkert, Clerk & Responsible Financial Officer to Northstowe Town Council

townclerk@northstowetowncouncil.gov.uk

07724588949

The public and press are welcome to attend any Council meeting. If you wish to speak under the standing item 'Public Participation', it is advised to email the Town Clerk to register your request before 5 pm on the day of the meeting; you may speak for up to 3 minutes in relation to items on the agenda.

Due to ongoing Coronavirus concerns, the Town Council may limit public attendance at the meeting; any restrictions will be made clear on arrival. If you have Covid or Covid symptoms, please do not attend.

MEMBERS: 5: Cllr Castelino (Chair); Cllr Benedicic (Vice-Chair); Cllr Littlemore; Cllr Owen; Cllr Panvekar.

QUORUM: 4 Members.

A G E N D A

19/22-23 APOLOGIES

- 1) To receive any apologies for absence received prior to the meeting.

20/22-23 DECLARATIONS OF INTEREST

- a) Councillors to declare any pecuniary or personal interest in any items on the agenda.
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.

21/22-23 PUBLIC PARTICIPATION

- a) To adjourn the meeting for up to 15 mins. to allow members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to business to be transacted at this meeting.
- b) To reconvene the meeting.

22/22-23 MINUTES OF PREVIOUS COMMITTEE MEETING, 21ST JUNE 2022

- 1) To approve the minutes of the meeting of the Finance and Governance Committee held on 21st June 2022 as a true record of that meeting (*attached*).

23/22-23 GRANT APPLICATION

- 1) To receive a grant application received from Northstowe' Pathfinder Primary School, through their School Council, for a grant request of £400.94 to produce and make 10 posters to raise awareness of speeding and littering issues and distribute those around Northstowe. NB: the applicant is expected to be present at the meeting to answer any questions there may be on the application.
- 2) To discuss and approve the grant request.

24/22-23 FINANCE

1) TO APPROVE BANK STATEMENTS AND BANK BALANCES

- i) 31st June 2022.

2) TO APPROVE EXPENDITURE

RETROSPECTIVE APPROVAL – DIRECT DEBITS:

- | | |
|--|---------|
| ii) Unity Trust Bank – Service charge, period Apr -Jun '22 (cashd 30th June) | £18.00 |
| iii) TPT Pensions Trust - pension contributions, period June '22 (cashd 11 July) | £426.14 |

RETROSPECTIVE APPROVAL – NEW PAYMENTS:

- | | |
|--|-----------|
| iv) HMRC – period 6 June – 5 July 2022 | £1,239.85 |
|--|-----------|

APPROVAL OF NEW PAYMENTS:

v)	CAPALC Internal Audit Service 2020-21	£148.50
vi)	Membership fee SLCC, period 1 st Aug 2022 – 31 st July 2023	£327.00
vii)	Vision ICT – hosting 4 emails	£86.40
viii)	Staff expenses, Clerk - period 15 th June 2022 – 14 th July 2022 – includes £180 for room bookings (<i>spreadsheet attached for Cllrs' information</i>).	£186.00
ix)	Salary Town Clerk – July 2022 (payment date 27/07/2022) (<i>spreadsheet attached for Cllrs' information</i>)	

Confidential

3) TO RECEIVE SUMMARY OF RECEIPTS AND PAYMENTS REPORT

25/22-23 QUARTERLY FINANIAL CHECK

For information:

- 1) Quarterly financial checks Q1 2022-'23 still to take place.

26/22-23 DATES OF FUTURE COUNCIL MEETINGS

To note;

- Full Council: Wed 27th Jul 2022 at 7PM, Pathfinder Primary School [*Finalised motions by 18/07*].
- Finance and Governance Committee: Tue 20th Sep 2022 at 8PM, Pathfinder Primary School [*Finalised motions by 10/09*].

For all Council meetings, see www.northstowetowncouncil.gov.uk