



Minutes of the Finance Committee meeting held on Tuesday 15th February 2022 at 7pm at the Cleobury Country Centre commencing at 7pm.

Present:

Cllr Geoff Hainsworth, Cllr Debbie Brown, Cllr Paul French and Cllr Guy James.

Finance Officer: Mrs D McBride.

Chair, Cllr Hainsworth welcomed everyone to the meeting.

02.01.22F Democratic 15 minutes Public Time

There were no members of the public present.

02.02.22F Apologies for absence

There were no apologies.

02.03.22F Declaration of interests

The Committee noted Cllr Brown's interest in the Food Bank finances as she is the Food Bank Coordinator.

02.04.22F To confirm Minutes of the Finance Committee meeting held on Thursday 9th December 2021

The Minutes from the Finance Committee meeting held on Thursday 9th December 2021 were approved and duly signed by the Chair.

02.05.22F Matters arising from the Minutes including Finance Officer's Report

There were no matters arising which were not covered by this Agenda or recent Council meetings.

02.06.22F To review the 2021-22 accounts year-to-date

(a) Accounts 2021-22

- The Receipts and Payments account was reviewed including amendments to forecast figures which had been highlighted. The Finance Committee approved the Receipts and Payments as presented and this was duly signed by the Chair.
- The Bank Reconciliation was reviewed and signed.
- The Petty Cash account was reviewed and confirmed as being correct.
- The Ear-Marked Reserves were reviewed. No information has been received to update the Neighbourhood Development Plan budget. This has been requested and is expected once the current Call for Sites has concluded as the sites offered will determine the way forward and the cost implications. An invoice has just been received from Prysmian which will reduce the current reserves as all items had been budgeted for.

(b) Food Bank

- The Food Bank funds which the Town Council manage were reviewed. Cllr Brown stated that vouchers for fresh groceries in local shops are going really well and this also helps support local shops so it is a community effort. The Coordinators are having to buy more items for the Food Bank and are considering an on-line shopping order for direct delivery to the Market Hall as well as the Amazon wish list deliveries. A further report may be required by the Shropshire Food Poverty Alliance for evidence of spending their funding on food vouchers. It was agreed that once vouchers have been bought back from the shops they will be destroyed.
- The Food Bank Petty Cash spreadsheet which the co-ordinators manage was reviewed and approved by the Finance Committee.

Initials... **GH**.....



02.07.22F To review progress of Welcome Back Fund street work and confirm location of street planters
Shropshire Council initially allocated £5,941.00 to Cleobury Mortimer. £4,145.90 was to be spent through Shropshire Council's contractors on street maintenance with £1,795.10 for the Town Council to spend on Christmas lights and planters for the High Street. Due to some of the street maintenance work not being able to be done during the grant period (painting of Market Hall railings and bins on High Street and Church Street) it is proposed that Shropshire Council will pay the cost of the lime tree pleaching instead. This will mean that the Town Council can arrange and pay for the painting work to be undertaken when the weather improves. The Committee approved this proposal. Mrs McBride will confirm agreement for this and ensure all paperwork for the grant claim is submitted by 28th February as required. The Committee agreed the two new planters will be located on the High Street pavement opposite Normanhurst and beside the WWI bench above the Wells in Church Street.

02.08.22F To confirm order for additional Christmas lighting and installation requirements
The Committee agreed to purchase ten street light displays which are currently on sale together with the installation by Prysmian and new garland lights to replace the string of light bulbs previously hung over the pavement in High Street. There will be some costs to repair and test the existing equipment. The Committee agreed to increase the ear-marked funds by £1,500.00.

02.09.22F To review progress of Council Projects including Neighbourhood Development Plan
The Committee noted little progress on the Cemetery and Wells projects, street light replacements and new vehicle activated signs. The drainage at QEII Park is complete and the VAS at Newbridge has been repaired – both these items will be removed from the Projects List. The Neighbourhood Plan is ongoing with a current Call for Sites. The sites offered for housing will determine whether a survey of the Tenbury Road junction is required. Otherwise the proposed Stage Three Audit should include this junction as it is relevant to the expansion of the New House Farm Industrial Estate. A revised quotation from the planning consultant will also be required as part of the NDP Steering Group's recommendation of the way forward to the Town Council. Now that the Talbot Car Park has been tidied up Mrs McBride will ask Shropshire Council if the disabled bays and parking spaces can be repainted and also make improvements to the uneven gullies. Following this, a meeting will be sought with our Place Plan Officer to help progress local infrastructure projects. The walkway through to the High Street from the Talbot Car Park is privately owned and Cllr James will try and contact the owner regarding a hole in the path.

02.10.22F To receive Future Agenda items
The draft end-of-year accounts and Neighbourhood Development Plan budget will be discussed at the next meeting.

02.11.22F To set date of next Finance Committee meeting
The next Finance Committee meeting will be on Monday 25th April 2022 at 7pm at the Cleobury Country Centre.

Meeting closed at 8.02pm.

Signed Chairman: G Hainsworth

Date: 18th January 2023