

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **FINANCE & ADMINISTRATION COMMITTEE** was held on **TUESDAY 4 October 2022** which commenced at 7.00pm.

PRESENT: Councillor Mrs M Pryor (in the Chair)
Councillor F H Drane
Councillor J R Burns

Also in attendance: Mrs K Cane, Town Clerk
Mrs K Osborne, Deputy Town Clerk

160/22 DECLARATIONS OF INTEREST AND APOLOGIES FOR ABSENCE:

There were no declarations of interest and apologies for absence was received from Cllr Chase (unwell).

161/22 TO ELECT A VICE CHAIR OF FINANCE AND ADMINISTRATION:

This agenda item was withdrawn as Cllr Chase was appointed to this position at the meeting held on 6 July 2022.

162/22 CLERKS REPORT:

None.

163/22 CORRESPONDENCE:

None.

164/22 TO CONSIDER EXTENDING THE MEMBERSHIP OF FINANCE AND ADMINISTRATION.

Members agreed with this in principle, but will refer to the Governance Working Party for inclusion in their review. Cllr Mrs Pryor reported that Cllr Griffin had approached her and would be willing to serve.

165/22 TO CONSIDER DRAFT BUDGETS FOR F&A FOR 2023/24

The members reviewed the draft budgets (V1) and amendments were made. These are attached as V2, and will be subject to further change.

In reviewing the budgets members were asked to consider such items as electric vehicle, Moorland Parade CCTV, and staffing. There was also a discussion about the uncertainty around budgeting with reference to the CIO structure and how that would interface with the Town Council in regard to The Grove. Cllr Burns has committed to further discussions to iron out issues with Turbary/CIO trustees.

166/22 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS:

After review, it was **PROPOSED, SECONDED** and **RECOMMENDED** that the financial summary of accounts be accepted.

167/22 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS:

No items of report or future agenda items were raised.

At this juncture a vote was taken to resolve to exclude the Press and Public, under the Public Bodies (Admission to Meetings) Act 1960 as the nature of the business to be transacted was related to staffing, and this minute will be recorded as confidential.

CONFIDENTIAL MINUTE

168/22

There being no further business, the Chair closed the meeting at 8.55 pm.

Chair.....

Date.....