

LYTCHETT MINSTER & UPTON TOWN COUNCIL

Minutes of the **FINANCE & ADMINISTRATION COMMITTEE** meeting held on **TUESDAY** the **4 June 2024** in the Council Chamber, 1 Moorland Parade, Moorland Way at 6.30 p.m.

PRESENT: Councillor R Griffin (in the Chair)
Cllr M Pryor
Cllr J R Burns
Cllr S McKell
Cllr B Pipe
Cllr S Robinson
Cllr D White

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

61/24 PUBLIC PARTICIPATION

There were no members of the public present.

62/24 DECLARATIONS OF INTEREST

There were no declarations of interest received.

63/24 APOLOGIES

No apologies were received.

64/24 CLERKS REPORT

There was no clerk's report.

65/24 CORRESPONDENCE

None

66/24 TO REVIEW THE BANKING ARRANGEMENTS WITH UNITY BANK

A report was received noting that the switch to Unity Bank had been a positive one in a number of aspects.

It was **PROPOSED**, **SECONDED** and **RECOMMENDED** to continue to bank with Unity Trust.

67/24 TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS

The bank reconciliations for April 2024, approved by the Town Council at its meeting on 14 May, were received and noted.

It was **PROPOSED, SECONDED** and **APPROVED UNANIMOUSLY** for the bank reconciliation for April 2024 to be signed by two members of the Committee.

68/24 TO CONSIDER QUOTES FOR FIRE/CCTV/INTRUDER SYSTEMS AT THE GROVE & PAVILION

Members received a report detailing the outstanding actions from the most recent fire risk assessment for The Grove and Pavilion buildings at Upton Recreation Ground. This included the fire, intruder and CCTV systems. Quotations from contractors had been sought and outlined in the report.

It was **PROPOSED, SECONDED** and **RECOMMENDED** to upgrade the fire / intruder and IP surveillance system at The Grove and Pavilion through Dorset Fire & Security.

69/24 TO DISCUSS OPTIONS FOR FUNDRAISING

Members discussed how the Council can strengthen its long-term financial position so that it's less reliant on the precept in future year. It was acknowledged that this aspiration was twofold:

1. Funding specific projects through external funding (grants etc); and
2. Developing a strategic business plan to steer long term investments and developments to generate its own income.

It was **PROPOSED, SECONDED** and **APPROVED UNANIMOUSLY** that the Committee meets informally in September to discuss options and a route forward.

70/24 TO CONSIDER SOLAR PANELS FOR THE TOWN COUNCIL OFFICES

A quotation had been obtained from a local energy company to install solar panels on the roof of the Town Council offices.

After consideration of the report, it was **PROPOSED, SECONDED** and **RECOMMENDED** that additional quotations are pursued.

71/24 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS

Members noted the contents of the report. It was **PROPOSED, SECONDED** and **RECOMMENDED** it was accepted.

72/24 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS

1. The Town Clerk reported that she had met with Professor Graham Sansom from the UTS Institute for Public Policy and Governance in Australia who is currently undertaking research into future prospects for Dorset's town and larger parishes, in

collaboration with DAPTC and with the endorsement of the Dorset branch of SLCC. He had been impressed with the Council's collaborative work with Dorset Council.

2. It was noted that Upton pharmacy was expanding its consultation service.

3. The Mayor advised that he had been in contact with the local schools and library to offer the D Day exhibition to them on a loan basis following the community picnic. They had noted interest.

There being no further business, the Chair closed the meeting at 7.30 pm.

Chair.....

Date.....