

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting held on Thursday 18 November 2021, at 7.00 p.m. in the Bounds Oak, Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA

MEMBERS PRESENT: Councillors Francis (Chair) Blackwell, Harris, Hill, Munn (Deputy Chair) and Poile

OTHER MEMBERS IN ATTENDANCE: Councillor Elliott.

OFFICER PRESENT: Paul Gosling (Finance Officer)

1. **ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN** – Councillor Francis was duly elected Chair and Councillor Munn was duly elected deputy Chair.
2. **APOLOGIES AND REASON FOR ABSENCE** – Councillors Backhouse (Ill health) and Clay (Family matters)
3. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – None
4. **PUBLIC OPEN SESSION** – No members of the public were present. No Press were present.
5. **MINUTES OF THE MEETINGS** - The minutes of the meeting held on Thursday 21 October 2021 were approved by Full Council at its meeting on 28 October 2021.
6. **ACCOUNTS**
 - a) **Outstanding cheques** – Members **NOTED** the previously signed cheque lists.
 - b) **Financial Comparison** – Members **NOTED** the financial comparison from 1 April to 30 September 2021.
7. **FINANCIAL MATTERS**
 - a) **Civic Centre Income Report** – Members **NOTED** the report
8. **CONFIDENTIAL MATTERS** - It was proposed that during the consideration of the Following items, the public and press shall be temporarily excluded.
(Standing Order 3 (c)): -

These items are considered confidential for the following reason(s)
Information relating to the financial and personnel affairs of the Council.

Councillor Elliott left the meeting at 7.45pm

- a) **Staff Wages** - Members **NOTED** the staff salaries for October 2021
- b) **Staffing Matters** – Members **AGREED** to the staffing requirements over the Christmas period.
- c) **Draft Budget Proposals** - Members discussed the proposals. These matters would need to be further discussed by Full Council before the budget was agreed.
- d) **Southborough Civic Centre Operations** – Members discussed and **NOTED** the ongoing Centres Operations.
- e) **Southborough Civic Centre Finances** – Members **NOTED** the ongoing financial details surrounding Civic Centre.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at 9.00 pm.

CHAIR