# FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting held on Thursday 21 October 2021, at 7.00 p.m. in the Bounds Oak, Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA

**MEMBERS PRESENT:** Councillors Francis (Chairman) Blackwell, Harris, Hill, Munn and Poile

**OFFICER PRESENT:** Paul Gosling (Finance Officer)

**1. APOLOGIES AND REASON FOR ABSENCE –** Councillor Clay (Family matters)

**2. DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS –** None

**3. PUBLIC OPEN SESSION –** No members of the public were present. No Press were present.

**4. MINUTES OF THE MEETINGS -** The minutes of the meeting held on Thursday 22 April 2021 were approved by Full Council at its meeting on 29 April 2021.

**5. ACCOUNTS**

**a) Outstanding cheques –** Members **NOTED** the previously signed cheque lists.

**b) Financial Statements –** Members **NOTED** the income and expenditure from 1 September to 30 September 2021.

**c) Financial Summary** **–** Members **NOTED** the summary from 1 September to 30 September 2021

**6. FINANCIAL MATTERS**

**a) Debt Collection –** Members **AGREED** to investigate the matter further and set a policy before engaging an agency.

**b) CCTV –** Members **AGREED** to the additional CCTV provision as per the quotation supplied**.**

**7. 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.

**a) Staff Wages -** Members **NOTED** the staff salaries for June 2021 to September 2021

**Councillor Francis entered the meeting at 7.30pm**

 **b) Staffing Matters –** Members **AGREED** to a temporary increase in hours and salary for the Finance Officer to be reviewed in six months’ time.

 **c) Civic Centre Hire charges review –** Members **AGREED** to a commercial and non- commercial rate. It was further **AGREED** that a monthly review of operations would be carried out to look at the income and expenditure for the Centre.

**d) Southborough Civic Centre Operations –** Members **NOTED** the ongoing Centres Operations.

**The Chairman asked to extend the meeting by 15 minutes.**

**e) Southborough Civic Centre Finances –** Members **NOTED** the ongoing financial concerns surrounding Civic Centre.

There being no further business the Chairman thanked everyone for their attendance and closed the meeting at 9.10pm.

CHAIRMAN