

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting held on Thursday 19 May 2022, at 7.00 p.m. at the Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA

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

OFFICER PRESENT: Paul Gosling (Finance Officer)

1. **ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN** – Councillor Francis was duly elected Chair and Councillor Harris was duly elected deputy Chair.
2. **APOLOGIES AND REASON FOR ABSENCE** – Councillor Clay, Munn (Family matters)
Councillor Backhouse (ill health)
3. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – None declared
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 April 2022 were approved by Full Council at its meeting on 28 April 2022.
6. **ACCOUNTS**
 - a) **Outstanding cheques** – Members **NOTED** the previously signed cheque lists.
 - b) **Financial Statements** – Members **NOTED** the income and expenditure reports between 1 April 2022 to 30 April 2022.
 - c) **Financial Summary** – Members **NOTED** the financial summary between 1 April 2022 to 30 April 2022
7. **FINANCIAL MATTERS**
 - a) **Civic Centre Income Report** – Members **NOTED** the income report for the Civic Centre.
 - b) **The Counselling Centre** – Members **NOTED** the thanks received from the Counselling Centre for the recent s137 grant given.
8. **CIVIC CENTRE SUB COMMITTEE – MEMBERSHIP AND TERMS OF REFERENCE** – Members **RESOLVED** to defer the setting up of the subcommittee at this time and would revisit in future should there be a need. Members **AGREED** that a dedicated section be added to the Finance and General Purposes agenda moving forward.

9. **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 wages for April 2022 which were previously supplied.
- b) **Audit Report actions** - Members **NOTED** the further actions taken and this matter is now closed.
- c) **Unity Hall Equipment** – Members **AGREED** that the Facilities and Events Manager investigate further sites for the ideal size screen required.

The Chair asked for an extension for 15 minutes at 9pm

- d) **Southborough Civic Centre Operations** – Members **NOTED** the Finance Officers verbal report of the upcoming insurance renewal. It was **AGREED** to renew for one year only and to then seek further quotations.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at 9.17 pm.

CHAIR