

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the **FINANCE AND GENERAL PURPOSES COMMITTEE** meeting held on Thursday 19 October 2023, at 6.00 p.m. at the Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA.

MEMBERS PRESENT: Councillors Francis (Chair), Allen, Dury, J Francis, Hill, and I Kinghorn Reeves and Poile.

OFFICER PRESENT: Paul Gosling (Finance Officer)

1. **APOLOGIES AND REASON FOR ABSENCE** – Councillor Bridges (work commitments)
2. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – None
3. **PUBLIC OPEN SESSION** – None present.
3. **MINUTES OF THE MEETINGS** - The minutes of the meeting held on Thursday 21 September were approved by Full Council at its meeting on 26 September 2023.
5. **CIVIC CENTRE OPERATIONS-** Members **NOTED** the verbal update by the Finance Officer on the Civic centre. The Finance Officer also advised Members on upcoming events and costs involved.
 - a) **Civic Centre Income report** – Members discussed and **NOTED** the reports.
6. **ACCOUNTS**
 - a) **Outstanding cheques** – Members **NOTED** the previously signed FPI payments.
 - b) **Financial Statements** – Members **NOTED** the income and expenditure reports between 1 September to 30 September 2023.
 - c) **Financial Summary** – Members **NOTED** the financial summary between 1 September to 30 September 2023
7. **FINANCIAL MATTERS**
 - a) **NDP Expenditure** – Members **NOTED** the previously supplied spreadsheet for the Neighbourhood Plan expenditure.
 - b) **S137 Grant request Southborough Football Club** – Members **AGREED** on the granting of S137 funds for £10,000 to Southborough Football Club as per their application.
 - c) **Investments and withdrawals** – The Finance Officer verbally updated Members on recent financial transactions and possible reinvestments Members **NOTED** his recommendations and would discuss it further when monies had been received.
8. **BUDGET 24-25** –Members discussed general points over Budget proposals for 24-25. The Chair updated Members after the recent working group budget meeting. The Council is now waiting for the Tax base advice to enable it to submit the proposed budget to Full Council for approval.

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 to **NOTED** the staff wages for September 2023 which had previously been supplied.
- b) **Civic Centre** – Members discussed and **NOTED** the report.
- c) **Landscaping report** - Members **AGREED** to the returfing over the area next to the cycle shelter but not to the watering in charges as this can be carried out by Council staff.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at 7.00 pm.

CHAIR