



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at 6.30pm on Wednesday, 20th July 2022 in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), R Allwood, P Beedle (Ex Officio), D Cumberlidge, L Shilling,

Mrs K Wakefield – Clerk/Responsible Finance Officer (RFO)

Mr P Munday – Admin Assistant

Apologies and reasons for absence: Cllr R King for personal reasons

Resolved: That these apologies be accepted

Declarations of Members Interests: None.

Declarations of any intentions to record the meeting: None

FA/22/15 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 8th June 2022 (enclosed)

The Minutes, having been previously circulated were signed as a true and correct record

FA/22/16 Finance & Audit

1. To agree and sign the bank reconciliation and bank statements for Month 2 & 3 (enclosed)

The bank reconciliation and bank statements for Months 2 & 3 of 2022/2023 having been previously circulated were inspected and signed by the Chairman as being concurrent.

2. To receive a quarterly financial update

The Clerk tabled the quarterly financial update and gave a brief explanation of the figures.

A spreadsheet with details of the Public Sector Deposit Fund was also tabled and the Clerk highlighted the increase in interest over recent months.

3. To receive and approve the new revised lease for Work Units

Copies of the revised lease were tabled to members and The Chair explained that the figures had already been agreed upon and this was just to ratify and sign the lease. The lease was duly signed by the Chair and Deputy Chair of Finance & Audit

4. To receive an update regarding a valuation of council buildings for insurance purposes

The Clerk reported that the Council's delegated professional property consultants will be carrying out inspections within the coming week.

5. To receive an update from the Policy Working Party

The Clerk & members of the Working Party confirmed that actions were ongoing.

6. To receive any updates from the Cemetery Working Party

The Clerk reported that acquisition of land for the cemetery extension is currently ongoing.

FA/22/17

Human Resources

1. To receive any updates from the Clerk regarding staffing & amenity work.

The Clerk reported that with the current rise of covid cases, the Staff and the Amenity Team are currently working safely. The Amenity Team were also instructed to finish early on the Tuesday 19th July due to the extreme heat. Members endorsed the Clerk's sensible actions.

2. To receive any updates on the recent breach of the Habitual & Vexatious Complaints Policy.

The Clerk reported that there had been no further breaches since the last report given

FA/22/18

Date & Time of Next Meeting

Discussion took place regarding the need for a meeting in August. Following consideration the members resolved that the next meeting would be on:

Wednesday 28th September 2022 at 6.30pm

Members also agreed that the Clerk in her role as Responsible Finance Officer and Proper Officer make scheduled payments in August that were already pre-approved in the budget. Any irregular payments would be made under emergency delegated powers or by an Extra-Ordinary Meeting should the need arise.