

# Sandy Town Council

**Minutes of a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which was held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 3<sup>rd</sup> April 2023 commencing at 7.30pm.**

**Present:** Cllrs N Aldis, P Blaine, J Hewitt, R Lacey, A Lock, R Lock, C Osborne (Chair), M Pettitt, M Scott and P Sharman

**Absent:** None

**In attendance:** Mrs N Sewell (Clerk)

	<i>Actions</i>
<b>1 Apologies for absence (116-2022/23)</b> None	Admin
<b>2 Declarations of interest (117 -2022/23)</b> i) Disclosable Pecuniary Interest – none ii) Non-disclosable Pecuniary Interest – none iii) Dispensations – none	
<b>3 Minutes of previous meeting (118 – 2022/23)</b> <b>RESOLVED</b> to receive the minutes of the meeting of Policy, Finance and Resources Committee held on Monday 20 <sup>th</sup> February 2023 and to approve them as a correct record of proceedings.	Town Clerk
<b>4 Public Participation Session (119 -2022/23)</b> No members of the public were present.	
<b>5 Financial Reports (120-2022/23)</b> i) Members considered the balance sheet and detailed financial report showing income and expenditure against the revenue budget ending 28 <sup>th</sup> February 2023. The Chairman took Members through the report page by page.  <b>RESOLVED</b> to note the report.	
ii) Members received and considered a budget report from the Town Clerk.  <b>RESOLVED</b> to note the report.	Clerk
iii) Members scrutinised a schedule of payments for February.  <b>RESOLVED</b> to approve the list of payments for February 2023	Clerk
iv) Bank reconciliations and statements.	

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**RESOLVED** that the Chair of Policy, Finance and Resources check and approve the bank reconciliations and statements.

## **6 Depot Fence Quotes (121-2022/23)**

Members received three quotes for the installation of a security fence and gates at the Council Depot on Stratford Road.

**RESOLVED** to agree a quote of £6,406.65 (incl of VAT) from Company B as providing the best value for money while offering the necessary quality of product and build.

Deputy Clerk

## **7 Extension of Locum Finance Officer's contract (122-2022/23)**

Members received a recommendation from the HR Committee to extend the Locum Finance Officer's contract beyond 31<sup>st</sup> March 2023 on a fixed term basis.

**RESOLVED** to accept the recommendation to extend the Locum Finance Officer's contract on a one day a week basis until the Admin Team Leader returned to full time hours.

Town Clerk

## **8 Internal Audit Payment (123-2022/23)**

Members received a request from the Internal Auditor to roll over their payment into 2023/24 as a full interim audit had not been carried out due to a lack of available staff.

**RESOLVED** to roll the payment for the internal auditor into 2023/24 along with the fee for the full end of year audit.

Town Clerk

## **9 Car Park CCTV (124-2022/23)**

Members received a quote from its CCTV provider ADT for the repair of equipment at the High Street Car Park.

**RESOLVED** to agree quote and commission the works.

Town Clerk

## **10 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

### **EXCLUSION OF THE PRESS AND THE PUBLIC**

**RESOLVED** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. **(125-2022/23)**

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## **11 Boundary Fence Query (126-2022/23)**

Members received a report from the Clerk regarding the recent installation of a boundary fence at the Cemetery outlining a request and queries from the resident pertaining to costs for materials and the stability of the fence structure.

**RESOLVED** that Council:

- i) accept the fence in its current condition
- ii) seek a reduction in costs from the contractor to cover a discrepancy between the size of materials quoted for and those used
- iii) if a reduction in costs is forthcoming to pass on that reduction pro rata to the residents for their donation portion towards the cost of the fence.

## **12 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**

**RESOLVED** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting. **(127-2022/23)**

## **13 Chairmans Items (128-2022/23)**

There were none.

The Chair took the opportunity to thank Members for their support of him as Chair of the Policy, Finance & Resources Committee over the past four years. His particular thanks went to Cllr P Blaine for his support as Vice Chair over the same period.

## **12 Date of Next Meeting**

12<sup>th</sup> June 2023

Meeting closed at 20.43