

MINUTES

Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Methodist Church, Broad Street, Ludlow on **MONDAY 17th April 2023** at **7.00PM**

PF/194	PRESENT	
	Chair:	Councillor Ginger
	Councillors:	Adams, Childs, Garner, Lyle, Parry (7.02pm), B. Waite, S. Waite
	Officers:	Gina Wilding, Town Clerk Lucy Jones, Senior Finance Officer

PF/195 ELECTION OF TEMPORARY CHAIR

RESOLVED (6:0:1) DL/BW

That Councillor Ginger be elected temporary Chairman of Policy and Finance Committee for this meeting in the absence of the Committee Chairman and Vice Chairman.

PF/196 WELCOME

The Chairman welcomed everyone to the Policy and Finance Committee meeting and advised the location of fire exits.

PF/197 RECORDING OF MEETINGS

The Chairman notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

PF/198 APOLOGIES

Apologies for absence were received from Councillors Gill, O'Neill and Laurie.

PF/199 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests None declared.

Declaration of Conflicts of Interest None declared.

<u>Declarations of Personal Interest</u> None declared.

PF/200 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/201 UNITARY COUNCILLORS' SESSION

There were no Unitary Councillors present.

PF/202 MINUTES

RESOLVED (6:1:0) GG/SW

That the minutes of the Policy and Finance Committee meeting held on 27th February 2023, be approved as a correct record, and signed by the Chairman.

Councillor Parry 7.02pm

PF/203 ITEMS TO ACTION

RESOLVED (Unanimous) GG/EG

That the items to action from the Policy and Finance Committee meeting held on 27th February 2023, be noted.

PF/204 FINANCE INFORMATION

a) Cash Book – Payments & Income

RESOLVED (Unanimous) GG/DL

That the Cash Book Payments and Income for February 2023, be received.

PF/205 b) <u>Reconciliation</u>

RESOLVED (Unanimous) GG/EG

That the Reconciliation for February 2023, be received.

PF/206 c) Barclaycard Statements and Reconciliation

RESOLVED (Unanimous) GG/BW

That the Barclaycard Payments, Income and Reconciliation for February 2023, be received.

PF/207 d) Paypal – Payments, Income and Reconciliation

RESOLVED (Unanimous) GG/PA

That the PayPal Payments, Income and Reconciliation for February 2023, be received.

PF/208 e) Petty Cash – Payments, Income and Reconciliation

RESOLVED (Unanimous) GG/BW

That the Petty Cash Payments, Income and Reconciliation for February 2023, be received.

PF/209 f) Public Sector Deposit Fund – Payments, Income and Reconciliation

RESOLVED (Unanimous) GG/EG

That the Public Sector Deposit Fund Payments, Income and Reconciliation for February 2023, be received.

PF/210 g) Income – Payments, Income and Reconciliation

RESOLVED (Unanimous) GG/VP

That the Income Cashbook Payments, Income and Reconciliation for February 2023, be received.

PF/211 h) Mayor's Charity – Payments, Income and Reconciliation

RESOLVED (Unanimous) EG/BW

That the Mayor's Charity Payments, Income and Reconciliation for January and February 2023, be received.

PF/212 AGED DEBTORS

RESOLVED (Unanimous) GG/VP

That the outstanding invoices be chased for payment and a report be brought back to the next Policy and Finance Committee meeting, following which solicitor's letters be issued.

PF/213 PUBLIC SECTOR DEPOSIT FUND

RESOLVED (Unanimous) GG/PA

That the CCLA Purchase Contract Note and Statement, be noted.

PF/214 CLIMATE ACTION SUB-COMMITTEE

RESOLVED (7:0:1) GG/DL

That the minutes of the Climate Action Sub-Committee meeting held on the 30th March 2023, be received.

PF/215 POLICY REVIEW

RESOLVED (Unanimous) PA/GG

That a unique numbering system be applied to all Council Policies.

That the new Internal Controls Policy; the new Risk Management Policy; the Market Regulations; the Market Stall Allocation Procedure; the Market Compliance Procedure; the Market Complaints Process; the Castle Gardens Policy be returned to the next agenda.

PF/216 THRIVING CHILDREN

RESOLVED (Unanimous) GG/DL

That:-

- a) the deadline of the 3rd May be noted.
- b) Ludlow Town Council submit bids from Shropshire Youth Association, South Shropshire Youth Forum and the Children's Society in support of Ludlow youth activities.

PF/217 WEST MERCIA ENERGY

RESOLVED (Unanimous) DL/EG

That the West Mercia Energy newsletter be noted.

The meeting closed at 7.34pm.

Chair

Date

N.B. No Closed Session Minutes will be issued for this meeting.