

Policy and Finance Committee – 6th December 2021

Delegated Authority Actions

In the interests of transparency, the Council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and Councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

PRESENT

Councillors: Adams (Chair); Garner; Ginger; Parry; Perks; Pote
Apologies: Councillor Gill, Lyle
Staff: Gina Wilding, Town Clerk; Lucy Jones, Senior Finance Officer

DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Conflicts of Interest

Councillor Parry – Item 9 – Ludlow in Bloom

Personal Interests

Councillor Perks – Item 9 – Believe more information is needed
Councillor Perks – Item 11 - Abstention

PUBLIC OPEN SESSION (15 minutes)

There were no member of the public or press present.

LUDLOW'S UNITARY COUNCILLORS QUESTION AND ANSWER SESSION

Unitary Councillor Parry, Ludlow South, was present but made no comment.

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Delegated Authority No.	<u>Recommendation</u>	Action	Staff	Status	Date
DA/PF/06/12/2 1/49	<u>MINUTES</u> <u>RECOMMENDED (Unanimous) PA/GP</u> That the Delegated Authority Notes from the 25 th October 2021 be noted.	None			
DA/PF/06/12/2 1/50	<u>ITEMS TO ACTION</u> <u>RECOMMENDED (Unanimous) PA/VP</u> That the Delegated Authority Actions from the 25 th October 2021 be noted.	None			
DA/PF/06/12/2 1/51	<u>FINANCE INFORMATION</u> <u>a) Cash Book Payments and Income</u> <u>RECOMMENDED (5:0:1) PA/VP</u> That the Cash Book Payments and Income for October 2021, be received.	None			

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DA/PF/06/12/2 1/52	<u>FINANCE INFORMATION</u> <u>b) Cash Book Reconciliation</u> <u>RECOMMENDED (5:0:1) PA/GG</u> That the Cash Book Reconciliation for October 2021, be received.	None			
DA/PF/06/12/2 1/53	<u>FINANCE INFORMATION</u> <u>c) Barclaycard Statement</u> <u>RECOMMENDED (Unanimous) GP/RP</u> That the Barclaycard Statement for September 2021, be received.	None			
DA/PF/06/12/2 1/54	<u>FINANCE INFORMATION</u> <u>d) Paypal Payments, Income and Reconciliation</u> <u>RECOMMENDED (Unanimous) RP/PA</u> That the Paypal Payments, Income and Reconciliation for October 2021, be received.	None			

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DA/PF/06/12/2 1/55	<u>FINANCE INFORMATION</u> <u>e) Petty Cash Payments, Income and Reconciliation</u> <u>RECOMMENDED (Unanimous) GG/EG</u> That the Petty Cash Payments, Income and Reconciliation for October 2021, be received.	None			
DA/PF/06/12/2 1/56	<u>FINANCE INFORMATION</u> <u>f) Public Sector Deposit Fund Payments, Income and Reconciliation</u> <u>RECOMMENDED (Unanimous) GG/EG</u> That the Public Sector Deposit Fund Payments, Income and Reconciliation for October 2021, be received.	None			
DA/PF/06/12/2 1/57	<u>FINANCE INFORMATION</u> <u>g) Mayor's Charity Account Payments, Income and Reconciliation</u> <u>RECOMMENDED (5:0:1) EG/GP</u> That the Public Sector Deposit Fund Payments, Income and Reconciliation for May to September 2021, be received.	None			

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<p>DA/PF/06/12/2 1/58</p>	<p><u>AGED DEBTORS REPORT</u> <u>RECOMMENDED (Unanimous) GP/RP</u> That the Aged Debtors report be noted and a report be brought back to Policy and Finance Committee with an updated policy.</p>	<p>Write a report to P&F</p>	<p>GW & LJ</p>		
<p>DA/PF/06/12/2 1/59</p>	<p><u>AGED DEBTORS REPORT</u> <u>RECOMMENDED (Unanimous) GP/GG</u> That:- a) the Blondies and Digital Copier Systems debts by written off; b) the Town Clerk write to Glascote Funeral Director and investigate the sale of the business included outstanding debts; c) the Calendar of Events debts be included in the future report to Policy and Finance Committee.</p>	<p>Write off debts Write a letter Write a report</p>	<p>LJ GW & LJ GW & LJ</p>		
<p>DA/PF/06/12/2 1/59</p>	<p><u>INTERIM INTERNAL AUDIT</u> <u>RECOMMENDED (4:0:2)</u> That the Internal Auditors report, be noted prior to approval by Council.</p>	<p>None</p>			

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DA/PF/06/12/2 1/59	<u>INTERIM INTERNAL AUDIT</u> <u>RECOMMENDED (5:0:1) RP/PA</u> That the Interim Internal Audit cover letter and schedules, detailed and summary, which set out the areas tested as part of the audit, be noted.	None			
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The meeting closed at 19.38pm