



Name: Cllr Graham Hutter
(Chair)

Date: 8th July 2024

Signed: Original Signed

Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1900hrs on Thursday 6th of June 2024.

Present: Councillors James Hunt (Mayor), Colin Hunt (Deputy Chair), Graham Hutter (Chair), and Tina Potter.

Absent: None.

In attendance: Joanne Bryant (Town Clerk), and Jane Wray (Deputy Town Clerk & RFO)

Apologies: None.

Public: None.

Notes: The meeting began at 1900hrs. All resolutions are passed with a majority vote, by a show of hands, unless otherwise stated.

Beforehand Welcome and Introductions.

Jane Wray, Deputy Town Clerk & RFO welcomed everyone present at the meeting, and explained the emergency procedures.

FPC_2024.001 Election.

To elect the Chair

Minutes: A single nomination was received for Councillor Graham Hutter to be elected as Chairman.

Motion: It was moved by Cllr James Hunt, supported by Cllr Tina Potter, and resolved that:

Resolved: Cllr Graham Hutter be the Chairman of the Finance & Partnership Committee.

FPC_2024.002 Apologies for absence

Minutes: No apologies were received

FPC_2024.003 Election of Deputy Chair.

To elect the Deputy Chair.

Minutes: A single nomination was received for Councillor Colin Hunt to be elected as Deputy Chair.

Motion: It was moved by Cllr James Hunt, supported by Cllr Tina Potter, and resolved that:

Resolved: Cllr Colin Hunt be the Deputy Chairman of Finance & Partnership Committee.

FPC_2024.005 Declaration of Interest – Localism Act 2011.

Minutes: None declared.

COUNCIL ADMINISTRATION

FPC_2024.006 Public Participation.

Minutes: No public were present.

FPC_2024.007 Minutes.

Minutes: There were no minutes to review.

FPC_2024.008 Outstanding items.

Minutes: There were no outstanding items.

FPC_2024.009 Report from the Deputy Clerk & RFO

To receive a report in relation to grants for this financial year.

Minutes: At the invitation of the Chair, Jane Wray, Deputy Town Clerk & RFO presented a report in relation to the grants;

Motion: It was moved by Cllr Colin Hunt, supported by Cllr Graham Hutter, and resolved that:

Resolved: The Council merged the two grant codes into one under S137.

FPC_2024.010 Terms of Reference

To consider the TOR (18.05.23), copies having been circulated and to be amended, if appropriate.

Motion: It was moved by Cllr James Hunt, supported by Cllr Colin Hunt, and resolved that:

Resolved: That the Committee adopts the new TOR.

FPC_2024.011 Unity Trust Bank

To consider moving the Council's bank top Unity Trust and make recommendations to the Full Council, copies having been circulated.

Minutes: At the invitation of the Chair, Jane Wray, Deputy Town Clerk & RFO provided a report on the benefits of moving to Unity Trust Bank.

Motion: It was moved by Cllr Graham Hutter, supported by Cllr Colin Hunt, and resolved that:

Resolved: That the Committee approves the recommendation and advises the Full Council of the move from Barclays Bank to Unity Trust Bank.

FPC_2024.012 Change Credit Cards.

To consider replacing the current Council's Credit Card from Barclays with a Cash Plus card, copies having been circulated.

Minutes: At the invitation of the Chair, Jane Wray, Deputy Town Clerk & RFO provided a report on the benefits of changing credit cards.

Motion: It was moved by Cllr James Hunt, supported by Cllr Colin Hunt, and resolved that:

Resolved: That the Committee approves the recommendation and moves to a pre-loaded debit card.

FPC_2024.013 Investments.

To consider replacing the current Council's investment strategy with CCLA, copies having been circulated.

Minutes: At the invitation of the Chair, Jane Wray, Deputy Town Clerk & RFO provided a report on the benefits of investing in a Public Sector Deposit Fund.

Motion: It was moved by Cllr James Hunt, supported by Cllr Tina Potter, and resolved that:

Resolved: That the Committee approves the recommendation and invests in a Public Sector Deposit Fund and advises the Full Council for ratification on the new investment strategy and amount.

FPC_2024.014 Finance.

To consider payments and approval now and moving forward.

Minutes: At the invitation of the Chair, Jane Wray, Deputy Town Clerk & RFO provided a report on a new payments process.

Action: To be discussed in full at the next FPC meeting.

FPC_2024.015 Next Meeting.

To note the next Finance & Partnership Committee meeting date is scheduled for:-

Thursday 11th of July 2024 at 1900 hrs in the Emersons Green Town Council Chambers.

Cllr Graham Hutter (Chair) concluded the formal business of the meeting at 1933hrs and announced that an informal 'round-table' discussion would take place afterward.