

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Val Carter

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Town Clerk on 01832 734673**

**Minutes of the Finance & Devolution Committee Meeting  
held on Wednesday 26<sup>th</sup> May 2021 at 7.15pm remotely via Zoom**

**Present: Cllr Cribb (Chairman), Cllr Carter, Cllr McGovern, Cllr Wheeler,  
Cllr Wilcox, Cllr Winter, Cllr Worley**

**In attendance: Linda Marshall (Clerk)**

No.	Item	Action	By Whom
1.	<b>Apologies for Absence</b> No apologies received.		
2.	<b>Declaration of Interest</b> None.		
3.	<b>Public Open Time</b> None.		
4.	<b>To approve the Minutes of the Finance &amp; Devolution Committee meeting dated 28<sup>th</sup> April 2021</b> <b>Resolved</b> that the Minutes of the Finance & Devolution Committee meeting dated 28 <sup>th</sup> April 2021 be confirmed as a true record.		
5.	<b>To receive, review, raise any questions and approve the Financial Reports for April 2021</b> <b>Resolved</b> that the Financial Reports for April 2021 be accepted, as attached at Appendix 1.		
6.	<b>To receive, authorise and sign off all payments due in May 2021</b> <b>Resolved</b> that the list of payments due in May 2021 be approved, as attached at Appendix 2.		
7.	<b>To receive and assess a report giving an explanation of expenditure, if applicable, 150%+ against budget as at 30<sup>th</sup> April 2021 and agree action</b> Report noted. There were no concerns.		
8.	<b>To review and note the Council's general reserves as at 30<sup>th</sup> April 2021</b> It was noted that general reserves as at 30 <sup>th</sup> April 2021 stand at £340,878.		

9.	<b>To review the Committee's Terms of Reference for approval by Full Town Council</b> It was agreed to accept the Terms of Reference as drafted and amended. It was <b>resolved</b> to make a recommendation to Full Council for their adoption.		
10.	<b>To consider and accept the draft Annual Return and supporting documents for year ending 31<sup>st</sup> March 2021 and agree to make a recommendation to Full Council for its approval</b> The draft Annual Return was accepted. It was <b>resolved</b> to make a recommendation to Full Council for its approval.		
11.	<b>To receive and accept the Internal Auditor's report and note comments and agree action, if required</b> It was <b>resolved</b> to accept the Internal Auditor's report and the point regarding the asset register was noted. Thanks were given to the Clerk for her work on the accounts.		
12.	<b>To review the current bank signatories for each of the following accounts and agree action of any required changes</b> <ul style="list-style-type: none"> <li>▪ <b>Unity Trust Bank</b></li> <li>▪ <b>Co-op Deposit Account</b></li> <li>▪ <b>Scottish Widows Savings Account</b></li> </ul> A review of the bank signatories took place. It was <b>resolved</b> to make the required changes as attached at Appendix 3.		
13.	<b>To appoint the Council's internal controllers for the 2021/22 financial year</b> It was agreed that Cllrs Worley and McGovern would be the Council's Internal Controllers for this financial year.		
14.	<b>To receive a report to review and upgrade some of the IT equipment at a cost of £655.12 plus VAT and agree action</b> <b>Resolved</b> to accept the report and approve the cost of IT upgrade.		
15.	<b>Clerk's report (for noting)</b> None.		
16.	<b>Chairman's comments</b> The Chairman thanked everyone for attending.		
	<b>There being no further business the meeting closed at 19:59</b>		

Signed .....

Dated .....

APPENDIX 1

APPENDIX 2

APPENDIX 3

**Unity Trust Bank**

Alan Winter  
Val Carter  
Sam Cribb  
Craig Wilcox  
(Linda Marshall)

**CCLA Deposit Fund**

Sam Cribb  
Craig Wheeler  
Val Carter  
(Linda Marshall)

**Co-Op Deposit A/C**

Val Carter  
Alan Winter  
Craig Wheeler  
~~Peter Baden~~  
(Linda Marshall)

**Scottish Widows**

~~Jeanne Pike~~  
~~Peter Baden~~  
~~Kevin Fouhy~~  
Harry McCormack  
Val Carter  
Alan Winter  
Craig Wheeler  
(Linda Marshall)