

FINANCE & ESTABLISHMENT COMMITTEE**SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the FINANCE & ESTABLISHMENT COMMITTEE MEETING held in the COUNCIL CHAMBER of the TOWN HALL on **Monday 17th February 2020** at 7.30pm

Present:

Councillors: Eke (Chair), Fairhurst, Freeman, Hawke-Smith, Millward and Porch

Officers: Lisa Courtney, Town Clerk and David Broomfield, Responsible Financial Officer

Members of Public: Representatives in support of grant applications being:

Mr Gary Hyams from Support for Sight

F & E 016-20	<p>Apologies for absence</p> <p>Apologies were received and accepted from: Cllrs A Coote, S Coote and Toy</p>
F & E 017-20	<p>To receive any Declarations of Interest</p> <p>Cllrs Eke, Fairhurst and Freeman declared generic non-pecuniary interests as District Councillors for Uttlesford District Council</p>
F & E 018-20	<p>Public Speaking Time</p> <p>There was none, other than that in support of the grant applications (as noted below).</p>
	<p>With the permission of the Committee, the Chair brought forward agenda item 9</p>
F & E 019-20	<p>Grant Applications</p> <p>(a) £5,000.00 requested from Support for Sight</p> <p>Mr Gary Hyams, CEO for Support for Sight was present and spoke further to the grant request for £5,000. Mr Hyams provided further information regarding the current status of the charity, noting the unfortunate closing of the SW shop in George Street. My Hyams advised that the office facility in Hill Street would continue and that the charity is looking to hold a pop-up shop/café in town from which people could obtain information, advice and guidance. It was</p> <p>Resolved:</p> <p>To award a grant of £2,500 payable within the 2019/20 budget towards unrestricted funds for the furtherance of the charity's aims and objectives and that the charity be invited to apply for further funds in September / October 2020.</p>

Signed as a true and accurate record

Minutes of the Finance & Establishment Committee February 2020

	<p>Cllr Freeman abstained from voting on this matter as Support for Sight is his UDC nominated charity for 2019/20 and he did not wish to compromise that support.</p> <p>(b) Letter of Thanks</p> <p>The Committee noted the letter of thanks as received from West Essex Can towards their hall hire charge.</p>
F & E 020-20	<p>Minutes of the Finance & Establishment Committee 20th January 2020</p> <p>The minutes of the previous Finance & Establishment Committee were accepted as a true and accurate record of the meeting and were signed by the Chairman</p>
Financial Matters	
F & E 021-20	<p>Expenditure – to be authorised</p> <p>(a) Payment of the accounts received since 20th January 2020 were approved. (b) Payment of accounts for (for cheques already issued) since 20th January 2020 were approved.</p>
F & E 022-20	<p>Tourist Information Centre (TIC) Details</p> <p>Committee received and noted the following details:</p> <p>(a) Profit & Loss Account for TIC (b) Monthly report from TIC received with thanks to the TIC Team (c) TIC Shop Sales (d) TIC footfall statistics</p>
F & E 023-20	<p>Monthly Reports</p> <p>Committee received and noted the following monthly reports:</p> <p>(a) Bank reconciliation statement with supporting statements. (b) Cash Book – showing all income and expenditure for the previous ended month for January 2020 (c) Payments by Supplier for January 2020 (d) Income report, broken down by budget code – year to date including comparison of income year to date against the previous year.</p>
F & E 024-20	<p>Committee Hi-Light Reports</p> <p>Committee received and noted the Hi-Light reports.</p>
	<p>Thanks were recorded to the RFO for his clear and professional accounting records providing clarity and transparency on the Town Council's financial management.</p>

F & E 025-20	<p>Uttlesford Citizen Advice Stats for Quarter 3, 2019-20</p> <p>Committee received and noted the statistics as presented</p>
F & E 026-20	<p>Urgent Information Items</p> <p>No matters were raised</p>
F & E 027-20	<p>Date and time of Next Meeting</p> <p>Monday 16th March 2020, 7.30pm in the Council Chamber, Town Hall, Saffron Walden.</p>
	<p>Cllr Fairhurst requested that agenda item 10 – Government Consultation on Unauthorised Encampments be taken as a confidential item. This was agreed.</p>
F & E 028-20	<p>Confidential Item – Exclusion of Press and Public (Part II meeting)</p> <p>It was Resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p>
F & E 029-20	<p>Government Consultation of Unauthorised Encampments</p> <p>Members expressed deep concern at the proposed response from the National Association of Local Councils (NALC) on this consultation. Members felt the proposed response from NALC was confrontational, anti-liberalitarian, undermined basic human liberty, dignity and civil rights and wished to completely distance this Council from NALC's proposed response. It was</p> <p>Resolved:</p> <p>That the Town Clerk would contact NALC ensuring that they fully understood the Town Council's position and that in this matter, NALC did not represent the views or opinions of Saffron Walden Town Council.</p>

The Chairman closed the meeting at 8.45pm