

BILLINGHAM TOWN COUNCIL
Minutes of the Finance & General Purposes Committee Meeting
held on Tuesday 15th February 2022 at 6.30 p.m.
at Billingham Library & Customer Service Centre

Present: Councillor Jim Scollen (Chairman)
 Helen Atkinson
 Colin Leckonby
 Gina McCall
 Sandy Peebles
 Jennifer Shotton

Official: Miss Dee Smith, Town Clerk/RFO

Apologies: Cllr C Gamble (Personal)
 Cllr C Pollard (Personal)

281/21 CHAIRMAN'S ANNOUNCEMENT

There were no announcements on this occasion.

282/21 DECLARATIONS OF INTEREST

There were no declarations of interest on this occasion.

283/21 PUBLIC PARTICIPATION TIME

There were no public present or questions raised on this occasion.

**284/21 MINUTES OF FINANCE & GENERAL PURPOSES MEETING HELD ON
14th DECEMBER 2021**

Members were asked to approve the above minutes.

RESOLVED

That the minutes of the above meeting held on 14th December 2021, a copy of which has previously been circulated to each member, be approved, and signed as a correct record by the Chairman.

Signed.......... Date 15 - 3 - 22
Chairman to Billingham Town Council

285/21

PAYMENTS & RECEIPTS

- (i) Members were asked to approve the lists of payments to creditors for January 2022 for the main account.
- (ii) Members were asked to approve the lists of payments to creditors for January 2022 for the cafe account.
- (iii) Members were asked to approve the staffing costs for January 2022.
- (vi) Members received, for information, the income received report for January 2022.
- (vi) Members were provided for information with the bank reconciliations for all accounts up to 31st January 2022.

RESOLVED

- a. Members approved the above reports.
- b. The Chairman of this committee checked the bank statements and signed off the bank reconciliations.

286/21

CAFÉ IN THE PARK – PROFIT & LOSS REPORT

Members were presented with a profit and loss report for the Café in the Park, up to 31st January 2022.

RESOLVED

Members noted the above report. A meeting will be arranged for all members to attend, to discuss the Café.

287/21

INCOME & EXPENDITURE REPORT

The Town Clerk circulated an Income & Expenditure report, up to 31st January 2022 to all members present at the meeting and explained the following overspends;

- Telephone & broadband - £77.00 due to Deputy Town Clerk's mobile phone sim (£12.50/month);
- IT & Software - £859.00 – Late invoice received for £600 for consultancy work carried out in 2020/21 & extra licenses etc required for new members of staff;
- Sundry Expenses - £133.00 for room hire as the library meeting room was not available due to Covid-19 and space required.

RESOLVED

Information duly noted.

The meeting concluded at 7.06pm with Councillors, Atkinson, McCall, Leckonby, Peebles, Scollen and Shotton present.

Signed.....  Date 15/3/22
Chairman to Billingham Town Council