

BRIDGNORTH TOWN COUNCIL

**Minutes of the meeting of Bridgnorth Town Council held in the Annexe, College House on
Tuesday 28th June at 7.15pm.**

Present:

Baines
Connolly
D Cooper
N Cooper
Marshall
Sawbridge (Chair)

In Attendance:

Mrs R Williams, Deputy Town Clerk
Mrs R Follette, Accounts Administrator

3 members of the public

Councillor L Neal Absent

0060/2223 APOLOGIES FOR ABSENCE

Councillor C Aked	Self isolating
Councillor S Barlow	Self isolating
Councillor J Buckley	Work commitment
Councillor A Buffey	Self isolating
Councillor A Chetter	Personal commitment
Councillor R Ireland	Personal commitment
Councillor L Rochelle	Unwell
Councillor R Seabright	Personal commitment
Councillor I Wellings	Self Isolating

0061/2223 DECLARATIONS OF INTEREST

Nil

0062/2223 PUBLIC QUESTION TIME

Members were informed that no public questions had been received.

A statement was made by Mr D Gough, from the Carnival Committee. The Committee wished to thank the Town Council for it's support in enabling the Committee to hold the Carnival. He informed Members that a net surplus of £750 had been achieved and that the grant of £5,000, made by the Town Council, had not been used and would be carried forward to next year's event.

The information was noted by Members.

It was **RESOLVED**: to move agenda item number 10 to this part of the meeting.

0063/2223 **GRANT APPLICATIONS**

Members considered a report on a grant application from the Town Clerk and following clarification from Mr K Bowley, who was present at the meeting, on the methods used by the Dry Bar for fund raising it was

RESOLVED: to grant the Bridgnorth Dry Bar Trust £2,739.

0064/2223 **MINUTES**

- a) Members approved the minutes of the meeting of Bridgnorth Town Council held on Tuesday 7th June 2022.
- b) Members noted the minutes of the meeting of the Events Committee held on Monday 6th June 2022.

Following the statement from the representative of the Carnival Committee, Members were informed by Councillor R Connolly, Chair of the Events Committee, that Officers would be carrying out a formal audit in accordance with the terms and conditions of the grant in the normal course of business.

- c) Members noted the minutes of the meeting of the Workforce Committee on Tuesday 14th of June 2022.

0065/2223 **MEMBERS QUESTION TIME**

Nil

0066/2223 **FINANCE**

- a) Accounts Paid – April 2022

Members received notification of items which had been paid in accordance with Financial Regulation 5.5.

RESOLVED: that the accounts amounting to £58,137.77 be retrospectively approved for payment.

- b) Members noted receipt of Cashbooks 1, 2 & 3.
- c) Members noted the Budget Summary report, including Earmarked Reserves.
- d) Balance Sheet

Members noted the balance sheet as of 31st May 2022 (£1,210,265) compromising:

General Fund	£834,708
Ear marked Reserves	£202,924
Useable Capital Receipts	£172,633

(* Sub totals combined do not necessarily agree with overall total due to rounding)

e) Town Council Bank Reconciliation Statements

Members noted the bank reconciliation statements as of 31st May 2022.
(Reconciled sum of all bank accounts £1,014,142.27)

f) Accounts for Payment

Members noted receipt of a list of payments for approval and:

- i) **RESOLVED:** that the accounts amounting to £11,924.70 be approved for payment.

And

- ii) **RESOLVED:** to authorise Councillors N Cooper and K Sawbridge to sign the cheques on Thursday 30th June 2022.

g) Accounting and Audit

Members noted that Councillors L Rochelle and N Cooper, on Friday 20th May 2022, verified/signed the bank statements for April 2022 and signed those cheques approved by Council at the meeting held on 17th and 19th May 2022. Councillors L Rochelle and N Cooper authorised payroll for May 2022.

0067/2223 **BANK MANDATE – UNITY TRUST BANK**

RESOLVED: to authorise the addition of Margaret Parrott, temporary Accounts Administrator, onto the Unity Trust Bank mandate for the “view only” function.

0068/2223 **OUTDOOR & PROPERTY MANAGERS REPORT**

Members noted a report from the Outdoor & Property Manager.

0069/2223 **STANDING ORDERS**

Members considered a report on amendments to standing orders and

RESOLVED: to defer this item to a subsequent meeting to allow further amendments, before adoption, following comments from Councillors.

0070/2223 **WELCOME BACK FUND**

Members noted a report with regards to the work undertaking under the Welcome Back Fund.

0071/2223 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

RESOLVED: in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RESOLVED:** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

0072/2223 **STAFFING MATTERS**

Members received an update on staffing matters.

RESOLVED: to approve the recommendation in the report.