CHARD TOWN COUNCIL

The Guildhall, Fore Street, Chard, Somerset TA20 1PP
01460 239567 www.chard.gov.uk
Mayor: Cllr Garry Shortland Town Clerk: Gareth Hughes

FINANCE & AUDIT COMMITTEE

Minutes of the Finance & Audit Committee held on Tuesday 25th July 2023 commencing at 7.03pm in The Guildhall, Fore Street, Chard TA20 1PP.

PRESENT: Cllr Williams (Chair), Cllr Bates and Cllr Eggins (Vice Chair).

OFFICERS PRESENT: Gareth Hughes (Town Clerk) and Gail Chadwick (RFO & Grants Officer).

Public Participation Time:
There were no members of the public present.

2023/28 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr A Kenton (personal), Cllr J Kenton (Somerset Council) and Cllr Richter (personal)

2023/29 DECLARATIONS OF INTEREST
No Declarations of Interest were made.

2023/30 Proposed Cllr Bates Seconded Cllr Eggins
Unanimous

RESOLVED TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC
As certain items are expected to include the consideration of exempt information Full Council is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

2023/31 COMMITTEE MEETING MINUTES
Proposed: Cllr Eggins Seconded: Cllr Bates
Unanimous

RESOLVED that the minutes of the Finance & Audit Committee meeting held on Tuesday 30th May 2023 be agreed and signed as a correct record.

2023/32 APPOINTMENT OF MEMBERS TO TASK & FINISH GROUPS
Committee considered the appointment of a Budget Planning and a Policy Review Task & Finish Group.

Proposed: Cllr Eggins Seconded: Cllr Bates
Unanimous

RESOLVED:

- To appoint a Budget Planning Task & Finish Group consisting of Cllr Bates, Cllr Eggins and Cllr Williams;
- To appoint a Policy Review Task & Finish Group consisting of Cllr Bates, Cllr Eggins and Cllr Williams.

2023/33 APPOINTMENT OF MEMBERS TO SUB-COMMITTEES

The Committee was unable to appoint sufficient members to the Grants Sub-Committee as 5 members are required to constitute that Sub-Committee in accordance with the Scheme of Delegation and there were insufficient members in attendance at this meeting.

Proposed: Cllr Bates Seconded: Cllr Eggins
Unanimous

RESOLVED to defer appointing members to the Grants Sub-Committee until the next meeting of the Finance & Audit Committee.

2023/34 FINANCIAL REPORTS FOR 2023/24

(a) Overview report for Quarter 1 2023/24

Committee noted the Financial Report for Quarter 1.

Proposed: Cllr Eggins Seconded: Cllr Bates
Unanimous

RESOLVED that a virement of £900 could be made from the 'Allotments/Rent due' code to 'Amenities Central/rents due' code to split the rent due in respect of the Chardstock Lane lease according to relevant cost centres in line with the associated land.

(b) Payments over £500 for Quarter 1 2023/24

Committee noted the report showing payments of £500 and more for the first quarter of this financial year.

2023/35 COMMUNITY DEVELOPMENT FUND GRANT APPLICATION

Committee considered a grant application from the Inner Wheel of Chard, which, due to a change in coverage of rental of areas of the Guildhall after the initial submission, was increased to £500 from the original request of £391.20. Members agreed that the Community Showcase is a fantastic event for the community but that it should be self-funding in future years.

Proposed: Cllr Eggins Seconded: Cllr Bates
Unanimous

RESOLVED to award a Community Development Grant of £500 to the Inner Wheel of Chard.

2023/36 GUIDANCE ON BUSKING

Committee considered the Guidance on Busking and agreed that supporting busking/live music helps improve the street experience for the Town Centre and fits with the aims of Culturally Chard.

Proposed: Cllr Bates Seconded: Cllr Eggins
Unanimous

RESOLVED to recommend to Full Council that the Guidance on Busking is adopted.

2023/37 DATE OF NEXT MEETING

(a) Committee noted that the next meeting of the Finance & Audit Committee would be held on Tuesday 24th October 2023 in the Guildhall, Fore Street, Chard TA20 1PP commencing at 7pm.

(b) Consideration was given to a number of items that could be put forward for the next meeting but it was agreed that there were no specific items to be put forward for inclusion on the next agenda.

2023/38 CONFIDENTIAL MATTERS

In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 2023/30 above refers)

(a) Bad debt write-off

Proposed: Cllr Eggins Seconded: Cllr Bates
Unanimous

RESOLVED to agree to write-off a bad debt of £154.00.

There being no other business, the Chair thanked committee members for their attendance and closed the meeting at 19.17

CHAIR: _____ **DATE:** 17/10/23