

Minutes of the Bicester Town Council Finance Committee Meeting

A meeting of the **Bicester Town Council Finance Committee** was held on Wednesday 9th December 2020 at 19:00hrs on Zoom.

Present:

Cllr Alex Thrupp - Chairman
Cllr Dan Hallett
Cllr Nick Mawer
Cllr Richard Mould
Cllr Lynn Pratt
Cllr Les Sibley
Cllr Frazer Webster

In Attendance:

Samantha Shippen – Chief Officer
Callum McMahon – Administration Officer

1. 230/2021 Apologies for Absence

RESOLVED that apologies be received from Cllr Zoe McLernon. Apologies were also recorded for Oxfordshire County Councillor Lawrie Stratford.

2. 231/2021 Declarations of Interest

RESOLVED that no declarations of interest were received.

3. 232/2021 Minutes of Finance Committee

RESOLVED to confirm the minutes of the Finance Committee meeting **FIN03/2021** held on **Tuesday 6th October 2020 to be signed at a later date.**

4. 233/2021 Public Session

No members of the public were present.

5. 234/2021 Finance Report

RESOLVED that Committee **APPROVED** the Income, Expenditure and Variances Report to **Month 7.**

6. 235/2021 Bank Balances

RESOLVED that Committee **APPROVED** the bank balances and nominated Cllr Richard Mould to sign the bank reconciliation.

7. 236/2021 Payments

RESOLVED that the Committee **APPROVED** the payment schedules since the Finance Committee on **6th October 2020.**

8. 237/2021 Aged Debts/Bad Debts

RESOLVED that Committee **NOTED** the report.

9. 238/2021 Audit

RESOLVED that the Committee

1. **NOTED** the receipt of the External Audit;
2. **AGREED** an action plan in response to matters raised by the Internal Auditor:
 - 2.1 **Standing Orders Review** – this is due to return to the Policy Committee on 21 December 2020.
 - 2.2 **3-Year Forecast** – considered later in this meeting.
 - 2.3 **Reserves** – some will be allocated for spend subject to proposals in this meeting.
 - 2.4 **Investments** – already reviewed, to be reviewed further at next meeting.

10. 239/2021 Draft Budget 2021/22 & Projects Allocation

RESOLVED that the Committee

1. **APPROVED** the 2021/22 Draft Budget, subject to any required additional review to be undertaken by Policy Committee following receipt of the tax base information;
2. **RESOLVED** that the allocation of project budgets for 2021/22 be undertaken at a later date;
3. **AGREED** that fees and charges be held for 2021/22;
4. **APPROVED** the three year forecast budget;
5. **APPROVED** the capital and project funding requested by the Environment Committee as detailed in the report;

<u>Item</u>	<u>Cost</u> <u>£</u>	<u>From</u>	<u>Current Balance</u> <u>£</u>	<u>Resulting balance</u> <u>£</u>
Play areas	191,000 +	Play EMR	233,902	42,902 -
Bins	42,640	Green EMR	307,057	264,417
Defibrillators	3,398	Equip EMR	134,863	131,465
Doors	3,401.71	Projects Asset	60,000	56,598.29
Pathways	55,500	Projects 21/22	270,000	214,500
Van	25,000	Equip EMR	131,465	106,465
Wood chipper	11,000	Equip EMR	106,465	95,465

11. 240/2021 Forward Plan

RESOLVED to **ADD** Review investment with CCLA Fund Manager 16th February 2021.

12. 241/2021 Date of Next Meeting: 16th February 2021 – 7pm

Close of Meeting: 19:39hrs