



Minutes of a meeting of the Policy, Resources and Finance Committee held on 22 March 2022 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Critchley (Chairman), D Budd (Vice Chairman), M Cotton, Z Gover, K Green, V Green, M Russell

Officers present: T Bailey, Operations Manager

423. Apologies for absence

Apologies were received from Councillor C Turner and accepted.

424. Declarations of interest

There were no declarations of interest.

425. Public participation time

There were no members of the public present.

426. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Policy, Resources and Finance Committee held on 30 November 2021 were presented by the Chairman.

Resolved that the minutes be taken as read, confirmed and signed by the Chairman.

427. Matters arising from the minutes of the previous meeting

There were no matters arising from the meeting of 30 November 2021.

428. Informal meeting notes

The notes of the informal meeting held on 8 February were presented and agreed to be a true record.

429. Payment of outstanding Creditors

The list of outstanding creditors and balances due for payment was presented to the Committee.

A query was raised regarding payment reference 200785. As the information was not to hand, it was requested that the Town Clerk notify the Committee of the specific budget heading that this expenditure would be taken from.

Resolved that the payments in the sum of £16,110 (BACS) and £2,321.42 (Direct Debits) be approved, as appended to these minutes. In addition, a £600 payment (payment ref 200785) be made subject to clarification that financial regulations was adhered to and proof of authorisation of the expenditure provided to the Committee.

430. Internal audit report

The Internal Audit Report was presented, and the contents proposed and seconded as being accepted.

Resolved that the internal audit report be noted.

431. Budget comparison report

The budget comparison report was presented, and its contents noted.

Further clarification was requested as to budget 3700/3 and why it appears overspent. The Finance Officer would be contacted for a formal response.

Resolved that further to the queries raised, the report be noted.

432. Earmarked Reserves

It was noted that there were items of approved expenditure that needed to be earmarked as they would not be completed before the end of the financial year.

Members requested that there be one single property reserve that included items such as Mill Lane, town hall lighting, replacement windows etc rather than several individual items.

Resolved that items of approved expenditure from 2021/22 be earmarked for payment in 2022/23 and end of year balances for the following budgets be earmarked; War Memorial Maintenance, Play Area Reserves, Salaries, Training, Election Expenses, Vehicle Replacement, Town Hall Lighting Upgrade, Town Hall Replacement Windows.

433. Town Clerk's robe

The Town Clerk had offered her robe to the Town Council for the sum of £220.00.

The Committee, with the exception of Councillor Russell, were in favour of accepting the offer from the Town Clerk.

Resolved that the robe be purchased from the Town Clerk for a sum of £220.00.

434. Building Survey

The recommendation from Amenities Committee to release funds from general reserves for a building survey was considered.

Resolved that a sum of up to £6,000 be approved for the purpose of obtaining a full building condition survey.

435. Any other items the Chairman deems urgent

There were no urgent items.

436. Date of next meeting

It was noted that the next meeting of the Policy, Resources and Finance Committee was scheduled to be held at **7.00pm on 3 May 2022.**

Chairman..... Date.....