

**MINUTES OF
THE FINANCE AND MANAGEMENT COMMITTEE MEETING
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020
ON THURSDAY, 21ST JANUARY 2021 AT 6.00 PM**

PRESENT: CHAIRMAN: CLLR. MRS S. MILLER

**COUNCILLORS: MRS J. L. LOCKYER
B. MACCATHAIL
A. MCGRATH
A. MUSAIED
MRS S. M. PENRY
R. PRICE
M. PROTHEROE
J. WARMAN
W. CURTIS**

**IN ATTENDANCE: KATHRYN CHARLES
BEN HUGHES**

1241 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

No apologies were received.

1242 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

There were no Declarations of interest received.

1243 TO DISCUSS QUARTERLY BUDGET MONITORING UPDATE

Members received the report prior to the meeting. The RFO answered members' questions on the report.

Investment Property rent arrears was discussed in depth. The RFO reminded members that all tenants had previously agreed to clear arrears by 24th March 2021 which was agreed and requested by a specific Task and Finish Group.

It was proposed and seconded that Rowland Jones & Partners (the council's property management agent) were contacted and asked to contact tenants to see if payments could start to be made before the 24th March 2021. **AGREED** – RFO to make contact.

1244 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed

b. BACS PAYMENT SCHEDULE

Agreed

c. BARCLAYS GENERAL ACCOUNT

Agreed

d. INTER BANK TRANSFERS (OVER 10K)

None

e. AUTHORISATION OF WITHDRAWAL FROM PETTY CASH

None

f. NEW SUPPLIER BACS AUTHORISATION

None

g. NEW DIRECT DEBIT MANDATES

None

h. PAYROLL

Agreed

i. BANK STATEMENT RECONCILIATION

Agreed

The RFO answered queries on Bills Awaiting Payment. All other items were authorised.

It was discussed and agreed that the RFO would deliver the monthly reporting information and bank reconciliations to the Chair's home to be signed at a future date. **RESOLVED:** Agreed.

1245 TO REVIEW CORRESPONDENCE RECEIVED RELATING TO TOWN COUNCIL FINANCE

None

1246 TO REVIEW AND CONSIDER PLANNING APPLICATIONS

There were no planning applications received.

1247 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS THEY HAVE ATTENDED ON BEHALF OF NEATH TOWN COUNCIL

A member asked for an update from the Clerk and RFO regarding Welsh Government grants which are available. The Clerk explained the distribution of these grants was via Unitary Authorities. The information regarding these grants was explained at previous meetings.

1248 TO RECEIVE ITEMS FOR THE NEXT AGENDA

No items

1249 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC ARE EXCLUDED FROM THE REMAINDER OF THE MEETING

The resolution was duly passed.

1250 TO DISCUSS ANY LEASING ISSUES

Members were provided with the estimated project costs for the Quaker House wall.

1251 TO DISCUSS ANY STAFFING ISSUES

An update was provided regarding the Community Café free meals scheme.

1252 TO DISCUSS HEALTH & SAFETY ISSUES

None

1253 TO FIX A DATE AND AGREE AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 18th February 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.