

STAMFORD TOWN COUNCIL

**MINUTES OF THE FINANCE & GOVERNANCE MEETING
HELD ON MONDAY, 10 JUNE 2024 AT 6.30PM
IN THE TOWN HALL, STAMFORD**

PRESENT

Cllr David Scammell (Chair)	Cllr Robin Morrison (Vice Chair)
Cllr Amanda Wheeler	Cllr Barry Devereux
Cllr Ed Fancourt	Cllr Habib Rahman
Cllr Joanna Winterbourne	Cllr Jonathan Waples

ABSENT: Town Mayor Kelham Cooke (Ex Officio) Cllr Bret Allibone

IN ATTENDANCE Mrs Sarah Dorson (Acting Town Clerk)

ALSO PRESENT

Public Representations

Nothing to report.

71. Apologies for Absence

The meeting was advised that apologies with valid reasons for absence had been received from

Proposal 1 - Cllr Amanda Wheeler proposed, seconded by Cllr Barry Devereux and it was **RESOLVED:** That an apology with valid reasons for absence be accepted from Cllr Kelham Cooke & Cllr Bret Allibone

72. Declarations of Interest

Nothing to report.

73. Confirmation of Minutes

The Minutes of the Committee Meeting held on Tuesday, 16 April 2024, were confirmed and signed as a true record of the meeting.

74. Finance & Governance Budget Report

The Committee considered the summary and detailed report showing income and expenditure against budget to Friday, 31 May 2024 and noted as presented with no other action required at this time.

75. Committee Budget Reports

The Committee considered the summary and detailed report showing income and expenditure against budget to Friday, 31 May 2024 and noted as presented with no other action required at this time.

76. Update on Action Points

Nothing to report.

77. Policies

An oral report was received regarding the schedule of policies. It was noted that several policies require reviewing and that membership of the Scrutiny Working Group should include members of this committee. Cllr. David Scammell will sit on this working group, and Cllr. Max Sawyer has expressed interest in joining. This membership will be extended to the Council at the next full council meeting.

78. Contracted Payments

An oral report was received concerning the approval of the delegation of payments to the Acting Town Clerk. This delegation applies to contracted payments, such as ground maintenance and phone contracts. It was noted that these payments pertain to contracts previously agreed upon by the council. The monthly costs associated with these contracts are drawn against an open purchase order. This delegation also includes the authority to manage utility payments.

Proposal 2 - Cllr Jonathan Waples proposed, seconded by Cllr Joanna Winterbourne and it was **RESOLVED**: That the Acting Town Clerk/Town Clerk is granted delegated authority to make any contracted payments, including utility payments, for contracts that have already been agreed upon.

79. To resolve to move into closed session to discuss Personnel matters, Assets Register, Stamford Town Hall Collections Risk Register

It was proposed by Councillor David Scammell seconded by Councillor Joanna Winterbourne and unanimously **RESOLVED** The Council move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed.

The meeting continued in the absence of press and public. Not for publication by virtue of Section 100(a) para. 4 of the Local Government Act 1972, the items being of a confidential nature)

7.04pm – The meeting continued in Closed Session
Minutes arising from confidential item:

- i. Personnel matters- To receive and consider oral report in respect of Staff illness, Staff Consultation and council equipment.

Proposal 3 - Cllr Jonathan Waples proposed, seconded by Cllr Joanna Winterbourne and it was **RESOLVED**: That the former Clerk is contacted regarding the requirement of the council's laptop to be returned and the council will facilitate the transfer of the Skells documentation, it was noted that the old phone handset is to be retained and the mobile contract to be transferred to Skells

Proposal 4 - Cllr Joanna Winterbourne proposed, seconded by Cllr Jonathan Waples and it was **RESOLVED:** That cost for the redeployment of devices and the data transfer at a cost of £825 plus Vat from CloudyIT be accepted to be allocated from the It Software updates budget

- ii. Assets Register - To receive and consider oral report in respect of the Asset Register
- iii. Stamford Town Hall Collections Risk Register - To receive and consider report in respect of Collections Risk Register carried out by independent specialist and recommendations received.

8.07pm – Meeting resumed in Open Session.

80. Closure

The meeting was closed at 8.07pm. It was noted that the next meeting is the

Town Council Meeting scheduled for Monday, 08 July 2024 at 6.30pm