

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE VIA ZOOM ON MONDAY 8TH DECEMBER 2020 at 6.45pm

Present:

Cllr Chalmers Chairman
Cllr G Hayes (Mayor ex Officio)
Cllr H Potts
Cllr F Potts
Cllr Anderton
Cllr Pape
Cllr Curley

Also, in attendance:

Cllr Rooke
Cllr Stephenson
Cllr Hutchinson
Cllr Connell
Cllr K Wignall
Emma Simpson Admin
Karen Lowthrop Clerk

F1/12/20 Apologies for Absence

No Apologies were received for this committee

Clerk

F2/12/20 Declarations of Interest

Cllr Connell declared a personal interest in any items on the agenda that relate to Cumbria County Council and Eden District Council.

F3/12/20 Actions from the Previous Minutes

There were no actions from the previous minutes.

F4/12/20 Chairman's Report

Devolution – to be covered on a later item

F5/12/20 Management Accounts

The Clerk presented the Management accounts **November 2020**.

It was **RESOLVED** to accept the Management accounts. It was noted the Crosses repayment has been approved by EDC and will be reimbursed within 10 working days

Clerk

F6/12/20 Moot Hall Repairs

The Clerk gave an overview of the finances relating to the Moot Hall repairs. Phase 1 grant of £10k has been received and explained how the tender process will work in terms of judging applicants against a scoring criterion. The updated conditions survey will be used to determine how the schedule of works will proceed and what additional work, if any will be required. The Committee were concerned that in the absence of a HAZ officer too much pressure will be put on the Clerk to manage the contract. The Committee requested the Clerk to contact HAZ to seeking assistance where appropriate. The Committee stressed the importance of due diligence with finances and ensuring grant sums are paid in advance of invoicing to ensure stability of cash flow. The Committee requested the Clerk to ensure that all additional insurances needed were in place and that to clarify that as the Client, does CDM responsibility lie with the Profession lead and/or ATC as the client

Clerk

It was **RESOLVED** Councillor F Potts to support the Clerk in reviewing the scope of works for the Moot Hall project and to advise on CDM implications.

Clerk/
Cllr F
Potts

F7/12/20 - Devolution

The Council will now look at devolution in two phases, phase 1 to include the Broadclose Toilets, benches and seats. Phase 2 to include, Broadclose car park, George V Football pitch, market, and green areas.

The Clerk will continue to compile a table of costs for the toilets and report back to Committee when EDC have reported back on contractual legalities re the cleaning contract for the toilets. The Clerk will present findings at the January 2021 Committee meeting for consideration.

F8/12/20 Councillor's reports and items for future agenda

- Devolution
- Budget 2020/21

F8/12/20

Date of the Next Meeting

Councillors noted that the next meeting of the Finance Committee will be held **VIA ZOOM** on **Monday 7th December 2020** at **6.45pm**.

There being no further business the meeting closed at 7.35pm

Clerk

ALL

AT THE COUNCIL MEETING ON: **WEDNESDAY 16th December 2020**
THE CHAIRMAN OF THE COMMITTEE WAS AUTHORISED BY THE
COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR
BEING A TRUE AND ACCURATE RECORD:

Cllr J Chalmers
