

# APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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## FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON MONDAY 8<sup>TH</sup> NOVEMBER 2021 at 6.45pm

### Present:

Cllr Davidson (Chairman)  
Cllr T Wignall  
Cllr Hayes (Mayor Ex Officio)  
Cllr Curley  
Cllr Anderton  
Cllr Pape

### Also in Attendance:

Cllr K Wignall  
Cllr Rooke  
Cllr Stephenson  
Cllr Connell  
Town Clerk  
Asst to Town Clerk

### F1/11/21 Apologies for Absence

Cllr Dougherty apologies were received and accepted by the Chairman.  
Cllr F Potts apologies were received and accepted by the Chairman  
Cllr H Potts apologies were received and accepted by the Chairman

### F2/11/21 Declarations of Interest

No declarations submitted for this meeting

**ACTION**

**Clerk**

### F3/11/21 Actions from the Previous Minutes

Actions from previous minutes were noted

**Clerk**

### F4/11/21 Chairman's report

There was no Chairman's Report in respect of this meeting.

### F05/11/21 Management Accounts

The Town Clerk presented the October management accounts to Committee; the Committee **RECOMMEND** Full Council approves the October management accounts. Proposed Cllr Anderton, second Cllr T Wignall.

**Clerk**

The Clerk reported finances on budget for mid-year with increase income from the Public Hall. In response from a query by Cllr Stephenson, the Clerk reported better than expected TiC sales after the move to the Cloisters. Cllr Curly asked for an update on the cleaning contract for the Market Arcade toilets. The Clerk is currently preparing a proposal document for Council's consideration.

In accordance with Finance Regs 2.2. Cllr P Davidson reviewed and verified the bank reconciliations against the bank statements.

### F06/11/21 Draft Budget

A draft budget will be brought before committee in December and will reflect the recent announcement of an increase in NI contributions, energy costs, replenishing building reserves and potential major works on the Cloisters.

### F07/11/21 Review of Moot Hall Repairs

The Clerk reported works on the Moot Hall were on schedule and payment schedules are in line with forecasts. The Clerk is preparing to drawdown the second tranche of funding from historic England

**Clerk**

### F8/11/21 Cloisters Repair Work under the HAZ scheme

Crosby Granger are finalising the condition report for the Cloisters for the Council to consider.

### F9/11/21 Councillors' report and items for future agendas

- Exclusion of Press & Public to discuss Town Clerks' pay post Appraisal

**Clerk**

- Councillors noted that the next meeting of the Finance Committee will be held in the Public Hall on **Monday 6<sup>th</sup> December at 6.45pm.**

There being no further matters the meeting closed at 7.03pm

AT THE COUNCIL MEETING ON:      **WEDNESDAY 17<sup>TH</sup> NOVEMBER 2021**

THE CHAIRMAN OF THE COMMITTEE WAS AUTHORISED BY THE  
COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR  
BEING A TRUE AND ACCURATE RECORD:

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