

Madeley Town Council

Minutes of a Meeting of the Finance & General Purposes Committee of Madeley Town Council held on Monday 20 November 2023 at 6.30 pm at Jubilee House, High Street, Madeley

PRESENT **Councillors:** **R Meadows (Chair), P Cogings, R Evans, J Jones, S Taylor, and P**
 Officers: **Watling.**
 Town Clerk/RFO and Finance Officer

F24/33 **Apologies**
Apologies were received from Cllr K Middleton (work commitment) and Cllr D White (prior commitment). Cllrs A England was not present at the meeting.
Resolved:
The Finance & General-Purpose Committee unanimously resolved to accept the apologies received.

F24/34 **Remarks from the Chair**
Cllr Meadows welcomed Councillors to the meeting.

F24/35 **Public Discussion**
There were no members of the public present.

F24/36 **Declarations of Interest**
Cllr Jones declared an interest in agenda item 24/39.7 – The Hub on the Hill.
Cllr Jones declared an interest in agenda item 24/39.7 – The Anstice Memorial Hall.
Cllr Jones declared an interest in agenda item 24/39.7 – Madeley United Charities.

F24/37 **Minutes**
To approve the minutes of the Finance & General Purpose Committee held on Monday 18 September 2023
RESOLVED:
The Finance & General-Purpose Committee unanimously resolved to agree and approve for signature the minutes of the Finance & General-Purpose Committee held on Monday 18 September 2022 (see Appendix A).

F24/38 **Budget & Finance – Financial Reports**
To monitor and control the Council's budget and to set a precept that balances the needs of the community against the community's ability to pay.

38.1 Expenditure Transaction List from 1 September – 31 October 2023 agreed by the Finance & General-Purpose Committee outside of the Committee.
To note the expenditure transaction from 1 September – 31 October 2023
The Finance Officer had prepared a list of all expenditure transaction for

the period 1 September – 31 October 2023 (see Appendix B).
Noted.

38.2 Income Transaction List from 1 September – 31 October 2023

To note the income transaction list from 1 September – 31 October 2023

The Finance Officer had prepared a list of all income transaction for the period of 1 September – 31 October 2023 (see Appendix C).

Noted.

38.3 Budget Cashbook Report from 1 April 2023 to 31 October 2023

The Budget Cashbook Report is an un-reconciled Receipts and Payments report showing opening and closing bank balances and total receipts and total payments for the Finance & General Purpose Committee for the period.

The Finance Officer had prepared the Budget Cashbook Report for the period 1 April 2023 to 31 October 2023 for information (see Appendix D).

Noted.

38.4 Budget Comparison Report from 1 April 2023 to 31 October 2023

To note actual monies received and spent compared to 2023-24 budget.

The Finance Officer had prepared the Financial Comparison Report for the period 1 April 2023 to 31 October 2023 for information (see Appendix E).

Noted.

38.5 Proposed Expenditure for Approval

To agree the proposed expenditure

38.5.1 Leaking Roof at Jubilee House

The roof in the Marks Room is leaking along the edge of the building (see Appendix F).

Resolved:

The Finance & General Purpose Committee unanimously resolved the funded needed fixed the leaking roof at Jubilee House, including £2,750 to erect the scaffold.

The Finance & General Purpose Committee unanimously resolved to give the Chair of Finance & General Purpose and the Town Clerk delegated authority to agree the cost to fix the roof.

39.6 Bank Reconciliation dated 30 September 2023 and 31 October 2023

To note the Bank Reconciliation dated 30 September 2023 and 31 October 2023.

The Finance Officer had prepared the Co-op Community Account Bank Reconciliation as of 30 September 2023 and 31 October 2023 (see Appendix G) which were duly signed by the Chair of Finance & General Purpose Committee.

Noted.

39.7 Proposed 2024-25 Budget

To note the proposed 2024-25 Budget and Precept.

The Finance Officer had prepared budget monitoring, projected year end predictions and budget comparisons for all budget heading up to 31 October 2023. This shows a project year end over spend of £28,458 which will have to be taken out of reserves (see Appendix H).

The Finance Officer had also prepared a proposed 2024-25 budget which includes extensive budget savings to ensure the lowest Precept increase as possible (see Appendix I). These savings include:

- Reduce number of Madeley Matters to 3 per year.
- New contribution towards library books limited to £2,500.
- Support grant for warm spaces to be taken from general grant funding
- Not to contribute towards Light Up Telford at AMH.
- MTC to no longer subsidise the hanging baskets ordered by local businesses.
- Christmas grants to community centres to become part of the general grant application process.
- Christmas grants to community groups for the elderly to be change to 3 x Christmas events in our local area.
- Mayors Easter Panto to be replaced with a family disco.
- Santa Sleigh to be funded by Cllr Pride grant.
- Re-quotes for Christmas lights contract.
- General savings in administration.
- No to recruit of Community & Events Officer post.
- Increase room hire by 10%.
- Not to buy into Community Enforcement.
- Increase allotments by 10%.
- Cut HR budget due to contract with T&WC.
- Cut Cllr training budget as currently carried out by SALC membership.

The Finance Officer had prepared a comparison for the rise in 2024-25 Precept payment (Appendix I). The comparisons are for:

- no rise to Band D Council Tax
- £10,828 rise in Band D Council Tax, the amount in the deduction in the Council Tax Support Grant
- 3% rise in Band D Council Tax
- rise of 16.7%, the shortfall in the budget after proposed budget cuts).

Resolved:

The Finance & General-Purpose Committee unanimously resolved to recommend to the Full Council for approval on 4 December that the 2024-25 Precept is increased by 16.7%.

To note the Health & Safety Risk Assessments received.

40.1 Jubilee House Fire Risk Assessment

The Town Clerk presented the Fire Risk Assessment for Jubilee House dated 14 November 2023 and confirmed that all action points are currently being worked through (see Appendix I).

Noted.

F24/41 Madeley Place Plan Project

To note the Madeley Place Plan Project Action Plan as of 20 November 2023.

The Clerk presented an updated Action Plan for developments in Madeley centre being funded as part of the Telford & Wrekin Council Place Plan grant (see Appendix J).

Noted.

F24/42 Exclusion of Press and Public

That, because of the confidential nature of the business about to be transacted, councillors consider a resolution to exclude press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 sec.1 to consider the following item:

Nothing to report.

F24/43 Correspondence

Nothing to report.

F24/44 Information

Nothing to report.

F24/45 Date of Next Meeting

The next meeting of Finance & General Purposes Committee will be held on Monday 5 February 2024 at 6.30pm at Jubilee House, High Street, Madeley.

There being no further business, the Chair declared the meeting closed at 7.25 p.m.

Signed: Dated:
Chair of Finance & General-Purpose Committee

