



KETLEY PARISH COUNCIL

FINANCE COMMITTEE

MINUTES of the Meeting of the Finance Committee of Ketley Parish Council held on Wednesday 24th May 2023 at Ketley Community Centre at 1:00pm.

Present:

Councillor Hilda Rhodes (Chair)
Councillor Dave Elliott
Councillor Joy Francis
Councillor Mandy Cartwright
Councillor Amrik Jhawar

In Attendance:

Clerk: Jane Lees
Deputy Clerk: Shelley Everton
Members of the Public: None

F23/001

WELCOME

The Chairman welcomed everyone to the meeting.

F23/002

APOLOGIES FOR ABSENCE

Apologies received from Councillor R. Sahota.
Apologies accepted.

F23/003

DISCLOSURE OF INTERESTS

None.

F23/004

APPROVAL OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON WEDNESDAY 15th MARCH 2023.

Proposed by Cllr Francis

Seconded by Cllr Elliott

It was resolved by the Committee that the minutes of the meeting held on Wednesday 15th March 2023 be adopted and that the Chairman sign these as a true record.

F23/005

ORDERS FOR PAYMENT OF MONEY

The Committee reviewed, approved and signed the Orders for Payment as at 24th May 2023 (Appendix 1).

Proposed by Cllr J. Francis

Seconded by Cllr M. Cartwright

All Councillors in favour.

F23/006

REGULAR PAYMENTS

(i)

The Committee reviewed, approved and signed the payments effected by Card payments as at 24th May 2023 (Appendix 2).

Proposed by Cllr M. Cartwright

Seconded by Cllr A. Jhawar

All Councillors in favour.



KETLEY PARISH COUNCIL

FINANCE COMMITTEE

- (ii) Monthly checks were not carried out at this meeting.

F23/007 REVIEW OF CHARGES FOR THE COMMUNITY CENTRE

The Councillors reviewed and discussed the proposed increase and agreed to accept the increase of 5% as recommended in the Community Centre Managers report.

Proposed Cllr D. Elliott

Seconded Cllr M. Cartwright

All in Favour

RESOLVED that the Community Centre prices be increased by 5% and rounded to the nearest whole number with effect from 01 July 2023. To be taken to the Full Council for ratification.

F23/008 REVIEW OF CHARGES FOR THE GARDEN OF REST

The Councillors reviewed and discussed the proposed increase of 5% and agreed to accept the increase recommended in the Clerks report.

Proposed Cllr D. Elliott

Seconded Cllr A. Jhawar

All in favour

RESOLVED that the Garden of Rest prices be increased by 5% and rounded to the nearest whole number with effect from 01 July 2023. To be taken to the Full Council for ratification.

F23/009 REVIEW OF USE OF BANK ACCOUNTS

The Deputy Clerk advised the Councillors that the Parish Council have a Deposit account that is not currently being used and requested authority to move funds to this account as it provides a small interest rate. £30,000 is to remain in the Current account.

The Deputy Clerk agreed to research better deals and bring a report to the next meeting.

Proposed Cllr D. Elliott

Seconded Cllr J. Francis

All in favour

RESOLVED to transfer funds from the Current account to the Deposit account ensuring £30,000 remains in the Current account.

F23/010 AGENDA ITEMS FOR NEXT MEETING

- (i) Savings Accounts.
- (ii) The days and times for future meetings.
- (iii) Clerk to be notified of any items to be considered for inclusion.



KETLEY PARISH COUNCIL

FINANCE COMMITTEE

F23/011 DATE OF NEXT MEETING
Wednesday 28th June 2023 at 1.00pm

It was noted that there were no items to be discussed in the Private Session.

The Chairman closed the meeting at 1:45 pm

Appendix 1 - Orders For Payment as at 24th May 2023
Finance Committee Meeting Item: F23/005

Appendix 2 - Card payments 24th May 2023
Finance Committee meeting Item: F23/006

Signed: _____
Chairman

Date: 28th June 2023

Appendix 1

Orders For Payment as at 24th May 2023

Finance Committee Meeting Item: F23/005

ID	Supplier	Description	Invoice	Net	VAT	Total	Comment
1	Auniqueart	Coronation painting	IO23105000132	1500.00	0.0	1500.00	
2	Jason Gough	Monthly retainer	121455	50.00	10.00	60.00	
3	Jason Gough	Cloud storage Data	121466	43.50	8.70	52.20	
4	SALC	ALC Affiliation fees	1916	1849.64	0.0	1849.64	
5	Citron Hygiene	Sanitary disposal	Cn30263920	386.00	77.20	463.20	
6	Espo	Stationary	6931684	10.45	2.09	12.54	
7	Art with Anna	Coronation crafts		225.00	0.0	225.00	
8	FACEPAINTING BY Ewa	Coronation event	2023/008	360.00	0.0	360.00	
9	ESPO	Stationary	6892517	19.20	3.84	23.04	
10	JDH Business services Ltd	Internal auditor	4539	555.00	111.00	666.00	
11	Amazon	Blinds for Community Centre	4494725	57.48	11.50	68.98	
12	LDJ Events	Coronation event	438714	200.00	0.0	200.00	
13	AJ bouncy Castles	Coronation event	230	600.00	0.0	600.00	
14	Glenn Rigby	Boxes planters and baskets		162.82	0.0	162.82	
15	Superwhip Shropshire	Coronation event	Kc8523	300.00	0.0	300.00	
16	TCM	cleaning products	104385	4.40	.88	5.28	
17	NPOWER	street lighting	6935012	1028.61	53.62	1082.23	
18	TCM	Cleaning supplies	104094	143.06	28.61	171.67	
19	Telford and Wrekin Council	Isolators for Christmas lights	4562677	1360.00	272.00	1632.00	
20	Jason Gough	Wiping laptop from Assistant to Clerk	121237	50.00	10.00	60.00	
21	Amazon	Coronation event	34630	49.84	9.96	59.80	
22	Amazon	Coronation event	8519	16.66	3.33	19.99	
23	Amazon	Coronation event	71015401	16.62	3.34	19.96	
24	Amazon	Coronation event	2306	2.64	.53	3.17	
25	Amazon	Coronation event	70527245	4.91	.98	5.89	
26	Amazon	Coronation event	147fhj3r1pmc	13.78	0.0	13.78	
27	Microsoft	Online Services	8132	475.20	0.0	475.20	
	TOTAL			9484.81	607.58	10092.39	

RESOLUTION: The payments listed above should be authorised in accordance with the Parish Council Standing Orders and Financial Regulations. Signed authorisation will be provided when the Council or Finance Committee next meet in person.

Signed (1):

Signed (2):

Clerk:

Appendix 2

Card payments 24th May 2023

Finance Committee meeting Item:F23/006

ID	Date	Supplier	Description	Reference	Net	VAT	Total
1	18 April	Amazon	Bollard for G.O.R.	47588	33.32	6.67	39.99
2	18 April	Amazon	Blinds for Community Centre	15716	57.48	11.50	68.98
3	3 May	Odeon	Prize for Coronation Quiz	1120388	50.00	0.0	50.00
4	3 May	B&Q	Padlocks		29.19	0.0	29.19
5	3 May	Bookers	Coronation event	355	51.24	9.69	60.93
6	16 May	Tesco	Milk and award for Ann Parish Meeting		58.40	0.0	58.40
7	16 May	Tesco	Award for Ann Parish Meeting		100.00	0.0	100.00
8	4 May	Tesco	Petty cash top up		200.00	0.0	200.00
9	25 April	Morelock Signs	Redlake sign	29222	110.35	22.07	132.42
10	18 May	Morelock Signs	Redlake sign	27241	74.35	14.87	89.22
	TOTAL				764.33	64.80	829.13

RESOLUTION: The payments listed above should be authorised in accordance with the Parish Council Standing Orders and Financial Regulations. Signed authorisation will be provided when the Council or Finance Committee next meet in person.

Signed (1):

Signed (2) Clerk