

FERNDOWN TOWN COUNCIL

Minutes of the Finance and General Purposes Committee held on Monday 26 October 2020 7.00pm via Microsoft Teams.

Present: Councillors: T Cordery (Chairman), I Flay, P Hanson Graham (Vice Chairman), C Lugg, A Miller, J Robinson (Mayor).
Officers: L Harrison (Town Clerk) and T Dudley (Deputy Clerk), Trudy Sollazzo (Finance Officer).

169	<p>Apologies for absence</p> <p>Apologies for absence were received from Councillor Worth for personal reasons.</p> <p>Cllr Robinson proposed that the apologies for absence from Cllr Worth be accepted, seconded by Cllr Hanson Graham and agreed by all.</p> <p>Resolved - apologies for absence from Cllr Worth were accepted.</p>
170	<p>Declarations of interest and dispensations</p> <p>None.</p>
171	<p>Public participation</p> <p>None.</p>
172	<p>Minutes of the meeting held on 27 July 2020</p> <p>It was proposed by Cllr Lugg that the minutes of the meeting held on 27 July 2020 be agreed as a true and accurate record of proceedings and be duly signed by the Chairman when appropriate, seconded by Cllr Robinson and agreed by all.</p> <p>Resolved - the minutes of the meeting held on 27 July 2020 were agreed as a true and accurate record of proceedings and were to be duly signed by the Chairman when appropriate.</p>
173	<p>Matters to report from the Town Clerk and Deputy Clerk in relation to agenda item 4 (any outstanding matters from previous meeting)</p>

	<p>The Deputy Clerk Informed Members that the new website was expected to go live early November 2020.</p>
173	<p>Budget Comparison report 1/5/2020 – 30/6/2020</p> <p>Members noted the reduced income in relation to the Youth Centre due to Covid19.</p> <p>The Budget Comparison report 1/5/2020 – 30/6/2020 was noted.</p>
174	<p>Paid expenditure transactions 1/5/2020 – 30/6/2020</p> <p>Clarification was sought in relation to one expenditure at the Barrington Centre.</p> <p>The Paid expenditure transaction 1/5/2020 – 30/6/2020 was noted.</p>
175	<p>Bank reconciliations for the months ending July, August and September 2020</p> <p>Clarification was sought for the transaction relating to the RSPCA, it was agreed that Members would be informed by the Town Clerk via email the next working day.</p> <p>Members agreed that the new layout of the report was clearer and easier to read.</p> <p>It was proposed by Cllr Robinson that the bank reconciliation for July, August and September 2020 be approved and initialled by the Chairman at a suitable time, seconded by Cllr Hanson Graham and agreed by all.</p> <p>Resolved that the bank reconciliation July, August and September 2020 be approved and initialled by the Chairman at a suitable time.</p>
176	<p>KGV Project Group Minutes</p> <p>The KGV Project Group minutes were noted, Members agreed the playpark was an excellent facility that was popular with the younger people within Ferndown.</p>
177	<p>Draft budget process 2021/2022</p> <p>It was agreed that the Town Clerk would make enquiries with Dorset Council and ascertain which assets within the Ferndown area were being considered</p>

	<p>as part of Dorset Council's Asset Review process. It was also agreed the budget process for 2021/2022 would be undertaken by the Town Clerk and Deputy Clerk and provided at the next meeting of the Committee.</p>
178	<p>Review Earmarked Reserves</p> <p>It was agreed that the report relating to a review of the Council's earmarked reserves be deferred to the next meeting of the Committee scheduled on 30 November 2020 to allow further consideration by Members.</p>
179	<p>Governance Review</p> <p>It was agreed that the report relating to a review of the governance review would be deferred to the next meeting of the Committee scheduled on 30 November 2020 to allow for further consideration by Members.</p>
180	<p>Additional expenditure considerations for the current budget 2020/21</p> <p>I. Personal Alarms for lone workers:</p> <p>It was proposed by Cllr Lugg the principle of personal alarms for lone workers be approved, seconded by Cllr Robinson and agreed by four with two abstentions.</p> <p>Resolved: the principle of personal alarms for lone workers was approved.</p> <p>It was proposed by Cllr Lugg that the expenditure for 6 personal alarms be approved as provided by company 1, seconded by Cllr Robinson and agreed by five with one abstention.</p> <p>Resolved: expenditure for 6 personal alarms be approved as provided by company 1.</p> <p>II. Additional computer monitors for office staff:</p> <p>It was proposed by Cllr Robinson the expenditure for 8 monitors be approved, seconded by Cllr Flay and agreed by all.</p> <p>Resolved that the purchase of 8 monitors was approved.</p> <p>III. Laptops for Members and staff.</p> <p>It was proposed by Cllr Lugg that the quote from Council's IT contractor for the supply, set up and management of laptops for members and staff be</p>

	<p>approved and the Town Clerk was to confirm the quantity, seconded by Cllr Robinson and agreed by five with one abstention.</p> <p>Resolved: the quote from Council's IT contractor for the supply, set up and management of laptops for members and staff was approved and the Town Clerk was to confirm the quantity.</p> <p>IV. Accounts and booking software package</p> <p>It was proposed by Cllr Flay that accounts and bookings software package as quoted for be approved, seconded by Cllr Lugg and agreed by all.</p> <p>Resolved: the accounts and bookings software package as quoted for was approved.</p> <p>V. Virtual Meetings software</p> <p>It was proposed by Cllr Cordery that a subscription to Zoom for Council and Committee meetings be approved, seconded by Cllr Flay and agreed by all.</p> <p>Resolved: Council pay for a subscription for Zoom for Council and committee virtual meetings was approved.</p>
181	<p>Close of meeting</p> <p>The meeting closed at 8.54 pm, the next Committee meeting date was confirmed as 30 November 2020.</p>