

**BARTON-UPON-HUMBER TOWN COUNCIL  
MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING  
held at Assembly Rooms Queen Street, Barton  
MONDAY 5<sup>th</sup> June 2023 at 6.00pm**

Councillor P Vickers (Chairman)

Councillors Cllr L Bennet, A Chapman, N Jacques, C Patterson, N Pinchbeck and B Troop

Also in attendance T Davis (Town Clerk)

42. **Elect a Chairman**

**AGREED**

**Proposed Cllr N Pinchbeck, Seconded Cllr C  
Patterson**

Cllr P Vickers be duly elected as Chairman 2023-24  
**Unanimous**

43. **Apologies for Absence**

None

44. **Elect a Vice-Chairman**

**AGREED**

**Proposed Cllr L Bennet, Seconded Cllr B Troop**

Cllr A Chapman be duly elected as Vice-Chairman  
2023-24

**Unanimous**

45. **Declarations of Interest**

None.

46. **Minutes of Meeting held on 24<sup>th</sup> April 2023 approved and confirmed as a correct record at a meeting of the Town Council held on 17<sup>th</sup> May 2023**

It was noted that these minutes had been signed as a correct record, for action as necessary, at an ordinary meeting of the town council held on 17th May 2023

47. **To approve and adopt Terms of Reference 2023-2024**

**AGREED**

**Proposed Cllr N Jacques, Seconded Cllr B Troop**

To approve and adopt previously forwarded Terms of  
Reference 2023-24 with the addition under  
responsibilities to 'Proactively seek external funding and  
income opportunities for existing and new initiatives.

**Unanimous**

48. **To consider Financial Items –**a) **Accounts for Payment May 2023**

It was noted that the grass cutting cuts should be checked prior to payment going through as a point of control and management of the whole contract. It was agreed that a quarterly update on the contract be distributed to the whole council.

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr A Chapman**

Noted and approved that the Accounts for Payment May 2023 are up to date and signed off by the Mayor.

**Unanimous**

b) **Income & Expenditure April/May 2023**

Journal to Clerk Training and subscriptions as ERNLCA should be in general subscriptions and Christmas Light expenditure is for the financial year 2022-2023

**AGREED**

**Proposed Cllr N Jacques, Seconded Cllr B Troop**

Noted and approved that the Income & Expenditure April/May 2023 are up to dated and signed off by the Mayor with the realignment of Market Expenditure into 305 from 302.

**Unanimous**

c) **Bank Reconciliation May 2023**

**AGREED**

**Proposed Cllr P Vickers, Seconded Cllr B Troop**

Noted and approved that the Reconciliations May 2023 is up to dated and signed off by the Mayor.

**Unanimous**

49. **Creation of an Internal Audit Working Group**

Cllr C Patterson and Cllr N Jacques agreed to represent the committee on an Internal Audit Working Group to work with the Clerks throughout this financial year. Spot checks and audits of procedures will be documented for Finance and General Purposes Committee.

**AGREED**

**Proposed Cllr P Vickers, Seconded Cllr L Bennet**

All the above members duly voted onto an Internal Audit Working Group

**Unanimous**

50. **To develop, implement and monitor a strategy to achieve financial sustainability for the Town Council within the next 4 years, in time for the budget setting process for 2024/25**

Councillor N Jacques stated that the council should be considering the level of reserves and take responsibility for either increasing the precept or sourcing other income streams and external funding. However, it was agreed that this would be difficult for ongoing running costs. The council should have its core activities funded through the precept. It was suggested that one option is sponsorship, however this would not make up a big difference in outside funding. It was agreed that this item

remain on the agenda and a Working Group meeting of the whole committee to be set for July 2023.

**AGREED**

**Proposed Cllr P Vickers, Seconded Cllr B Troop**

To meet on the 24<sup>th</sup> July prior to Planning Committee meeting for further discussion.

**Unanimous**

51. **To create a Funding Working Group**

Cllrs L Bennet, N Jacques and P Vickers agreed to form the Funding Working Group

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr A Chapman**

All the above members duly voted onto a Funding Working Group

**Unanimous**

The Chairman, Councillor P Vickers closed the meeting at 18.33

.....Chairman 5<sup>th</sup> June 2023