



WETHERBY TOWN COUNCIL BUDGETS & GOVERNANCE COMMITTEE MEETING MINUTES

Date: Tuesday 11th June 2024

Time: 5.30pm

Location: Town Council Offices, Town Hall, Market Place, Wetherby, LS22 6NE

Present: Councillors Connor Mulhall, Stuart Newcombe (Chair), Neil O'Byrne and Dawn Payne (Mayor of Wetherby)

In attendance: Councillor Norma Harrington
Iona Taylor, Town Clerk and RFO

1. **Apologies** – none.

2. **Declarations of interest in items on the agenda and requests for dispensations** – none.

3. **Notes of last meeting.**

The notes of the meeting of Budgets & Governance Committee members, held on 14th May 2024, were **RECEIVED AND APPROVED.**

4. **Payments.**

Supporting information for the following sample of payments was reviewed by Members:

4.1 £161.84 – Vodafone - Mobile Phone Contracts (Burials, Caretaker, Comms)

4.2 £174.00 - Ninehundred Communications Limited - Radios - Funfair & Fireworks

4.3 £300.00 – Wetherby Skip Services – Depot Skip

4.4 £2,686.32 - Local Council Consultancy - Facilities Post Recruitment Support

4.5 £236.58 - I. Taylor Expenses - Sum Up Machine, Postage, Tape, Catering

4.6 £23.74 - A. Waterfield Expenses - Milk, Sum Up Test & Refreshments

4.7 £99.67 - H. Briden Expenses - Facebook Advertising, Sum Up Tests - Funfair & Fireworks

4.8 £5.99 - M. Holmes Expenses - Coffee

5. **Town Council bank reconciliations.**

Deferred pending input of information to new software system.

6. **Receipts**

Supporting information for the following sample of receipts was reviewed by Members:

6.1 £34 – Pure Communications – Rebate on Vodafone Mobile Phone Contracts

6.2 £15 – Reading Roots – Sale of Walking Books

7. **IT systems.**

The Clerk provided an update on the implementation of the new IT systems.

The tablets for the Facilities Caretaker and use on the market have now been received. Training has been received on several modules and the Assistant Clerk is beginning to prepare agendas using the software rather than Microsoft 365.

8. **Correspondence**

8.1 **Exclusion of the press and public.**

It was **RESOLVED** that in accordance with Section 1(2) of the public bodies (admission to meetings) Act 1960 as amended – because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted - the meeting be not open to the public during the session of item 8.2.



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8.2 Correspondence (reference Full Council item of business 36 24-25).

A verbal update was given to committee members and this matter remains within the terms of action agreed by Full Council.

9. Next meeting.

The next meeting of the Budgets & Governance Committee was confirmed as being on 9th July 2024 unless there is any reason for an additional, extraordinary meeting to be convened prior to this.

The meeting closed at 6.43pm.

These minutes were recorded and prepared by Iona Taylor, Town Clerk.

DRAFT