



## **BOROUGHBRIDGE TOWN COUNCIL**

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### **MINUTES OF THE MEETING OF THE FINANCE AND HUMAN RESOURCES COMMITTEE (F&HR)**

**Tuesday 21 May 2019 18.10pm – 1 Hall Square, Boroughbridge**

**Present:** J Wilkinson (Chairman), P Taylor, R Young, M Kaczmarczyk

**Responsible Financial Officer Present (RFO):** H Heavisides.

**Public Present:** None

**Late Arrivals:** None

**Early Departures:** None

**Meeting Opened:** 18.14

1. **To appoint a chairman to the Committee for 2019/20.** Cllr J Wilkinson was nominated by Cllr Young. Seconded by Cllr M Kaczmarczyk. **RESOLUTION:** Cllr J Wilkinson is elected as Chairman of the Finance and Human Resources committee for 2019/20. All in favour. Motion carried.
2. **To receive apologies and reason for absence.** G Haldenby.
3. **Declarations of interest in items on the Agenda.** None.
4. **Public questions and statements.** None.
5. **Finance**
  - a. **To receive the first quarter bank reconciliation with RFO/Chair of Finance 2019/20 - APPENDIX 1 -** Received and noted.
  - b. **To approve online bank access for the Assistant Clerk.** Approved. **Action: RFO**
  - c. **To receive a request for Clerk to attend SLCC Regional Training Day on 31 July 2019.** £80 plus vat plus clerk's overtime and travel expenses. Approved. **Action: Clerk**
  - d. **To approve a further cost of £30 for the annual cost for the duty of care charge for the Cemetery bins.** Approved. Clerk to write to Harrogate Borough Council (HBC) to suggest the annual duty of care charge should be integral with the bi-monthly bin lift charge. **Action: Clerk**
  - e. **Balance of accounts 21/05/2019.** Current: £38,654.79. Money Manager: £59,946.85. Clerk to transfer surplus funds in Current account to Money Manager account. **Action: RFO**
6. **To agree dates below for future meetings of the F&HR Committee: To be discussed.** Meetings to be convened as and when required. Clerk to liaise with Chairman and schedule meetings accordingly.

**P Taylor** requested the Clerk to re-submit request regarding commuted sums previously made to HBC by Cllr Phillips and obtain a project number. **Action: Clerk**

**M Kaczmarczyk** requested an agenda item for full meeting of the Council regarding funding request from the Minskip Village Hall Committee. **Action: Clerk**

**Meeting Closed: 18.40**

Signed: \_\_\_\_\_ Dated \_\_\_\_\_  
Chairman