



Notice: 20<sup>th</sup> September 2022

## Friday 23rd September 2022 at 5.30pm RIPLEY TOWN COUNCIL FINANCE AND MANAGEMENT COMMITTEE MEETING

To Members of the Finance and Management Meeting you are summoned to attend a Finance and Management Committee Meeting of Ripley Town Council

Which will be held at the Ripley Town Council Office, 6, Grosvenor Road, Ripley, DE5 3JF.

To Cllrs: P Lobley (Chair), Ms. L. Cox, S. Freeborn, T Holmes, M Allwood, P Moss, N. Weaving, R Ashton and D Williams.

Yours sincerely

*H J Simpson*

Mrs H J Simpson  
Town Clerk and Responsible Finance Officer

### **AGENDA**

#### **1. To Receive Apologies for Absence**

#### **2. Variation of Order of Business - (if required)**

#### **3. Declaration of Members Interests**

**(a) Members must ensure that they inform the Town Clerk of any Declarations of Interest at the latest 3 days prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interest and must indicate the action to be taken (i.e., to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting) you must ensure that they complete the Declarations of Interest Sheet prior to the start of the meeting and must indicate the action to be taken.**

**(b) Where a member indicates that they have a pecuniary interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking. The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.**

**(c) Members declaring a pecuniary interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.**

#### **4. Public speaking – (10 Minutes)**

**(a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter.**

**(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.**

**(c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.**

#### **5. To determine which additional items on any part of the Agenda should be taken with the public excluded.** If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - "In view of the confidential nature of item ( ) to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."

#### **6. To Consider Invoices –**

**The Old Farm Bus – 'Turn the Page' Book and ISBN number.**

The Costs of printing 200 copies @ £916.00 plus £100 for ISBN number.

**Shed Grounds Maintenance Ltd** – Tree works at Porterhouse Road Play Area.

**Flagpole Express Ltd** – Remembrance Flags and Flagpoles for Oxford Street and 6 Grosvenor Road.

**7. To consider Grant Applications.**

**a) Marehay Bowls Club** – towards the cost of Security Fence renewal.

**b) Greenhillocks Allotment Association** – towards the cost of purchase and installation of a disabled friendly water less toilet.

**c) Additional temporary Financial Support for the Old Farm Bus.**

To cover hire costs of indoor sports facilities October to Christmas 2022 - £942.00.

**8. Proposal to make Financial Donations to four Foodbanks within the Ripley Township to support the demand over Winter/Christmas period 2022.**

**9. Discuss Finance Reports.**

**10. To Confirm and Agree Financial Payments for September 2022.**

**September 2022 Payments**

<u>Item No.</u>	<u>Method</u>	<u>Payee</u>		<u>Cost</u>	<u>VAT</u>	<u>Total</u>
1091	DD	WaterPlus Ltd	Water Bill – 6 Grosvenor Road, Office	£89.01	£0.00	£89.01
1092	BACS	AVBC	Temporary Road Closure Fee	£20.00	£0.00	£20.00
1093	DD	We Transfer	Large Emails Fee	£10.35	£0.00	£10.35
1094	CARD	Amazon EU	Hard board backed envelopes	£13.32	£2.66	£15.98
1095	BACS	Newhall Band	Performance at Crossley Park	£350.00	£0.00	£350.00
1096	SO	G Freeman & A Mills	Monthly Rent – Town Council Office	£750.00	£0.00	£750.00
1097	CARD	Amazon EU	White Board, Eraser and Pens	£40.84	£0.00	£40.84
1098	BACS	DCC LGPS	Employee and Employer Pension Contributions May 2022.	£666.42	£0.00	£666.42
1099	BACS	DCC LGPS	Employee and Employer Pension Contributions June 2022	£666.42	£0.00	£666.42
1100	BACS	Collective Revolution Youth Group	Grant Payment - £200 approved at August Meeting.	£200.00	£0.00	£200.00
1101	BACS	Old Farm Bus CIC	Weekly Youth Workshops #1	£2,050.00	£0.00	£2,050.00
1102	DD	It'seeze Spoton.net Ltd	Website – Monthly Fees	£45.00	£9.00	£54.00
1103	DD	Unicom Ltd	Office Telephone and Broadband Charges.	£68.78	£13.76	£82.54
1104	DD	Water Plus Ltd	Water Bill – Public Toilets, Heage	£547.54	£0.00	£547.54
1105	CARD	Amazon EU	Office Equipment for new Staff Member	£145.16	£16.58	£161.74
1106	CARD	Amazon EU	Monitor and Keyboard for new Staff Member	£158.32	£31.66	£189.98
1107	BACS	Old Farm Bus CIC	Weekly Youth Workshops #2	£2,050.00	£0.00	£2,050.00
1108	BACS	Derwent Valley Wind Band	Performance at Crossley Park	£200.00	£0.00	£200.00
1109	BACS	KK Fire Protection Engineers Ltd	Annual Servicing of Fire Extinguishers – 6 Grosvenor Road, Office	£11.00	£2.20	£13.20
1110	BACS	Daryl Hemsell	Playground Inspections	£100.00	£0.00	£100.00
1111	BACS	Old Farm Bus CIC	Weekly Youth Workshops #3	£2,050.00	£0.00	£2,050.00
1112	DD	Total Energies Ltd	Electricity Bill – 6 Grosvenor Road, Office	£51.30	£2.56	£53.86
1113	BACS	KeptKleen Ltd	Town Council Office – Weekly Clean	£170.00	£34.00	£204.00
1114	BACS	KeptKleen Ltd	Bins Emptied – Ripley Greenway	£296.00	£59.20	£355.20
1115	BACS	KeptKleen Ltd	Daily Clean – Heage Public Toilets	£558.00	£111.60	£669.60
1116	BACS	KeptKleen Ltd	Daily Clean – Ripley Market Place – Public Toilets	£558.00	£111.60	£669.60
1117	BACS	Excel Office Equipment Ltd	Office Furniture – reorganisation of office for new member of staff.	£465.00	£93.00	£558.00
1118	BACS	AA Tree Surgeons Ltd	Annual hedge trim, top and path side. Footpath between Albion Street and Quenby Lane, Ripley.	£800.00	£160.00	£960.00

1119	BACS	Shed Grounds Maintenance Ltd	Grounds Maintenance, Cedar Avenue and Porterhouse Road Play Areas.	£88.00	£17.60	£105.60
1120	BACS	Wish Computers Ltd	Lenovo Laptop and time to set up PC, new email address and calendar.	£430.00	£86.00	£516.00
1121	BACS	DCC LGPS	Employee and Employer Pension Contributions – August 2022.	£1,317.00	£0.00	£1,317.00
1122	BACS	HMRC	PAYE & NI contributions – August 2022.	£1,871.44	£0.00	£1,871.44
1123	BACS	Total Salaries	Staff Salaries – August 2022	£4,262.66	£0.00	£4,262.66
1124	BACS	Mrs F Barrett	Reimbursement – Office Sundries	£11.20	£0.00	£11.20
1125	DD	WaterPlus Ltd	Water Bill – Public Toilets Heage	£83.47	£0.00	£83.47
1126	DD	WaterPlus Ltd	Water Bill – RTC Office – 6 Grosvenor Road	£118.67	£0.00	£118.67
1127	BACS	Broxap Ltd	Derby Standard Litter Bin – Fixing and Delivery	£447.95	£89.59	£537.54
1128	BACS	Old Farm Bus	Weekly Workshops #4	£2,050.00	£0.00	£2,050.00
1129	BACS	Emily Shaw	Refund of Stall Fee for Cinema Night	£50.00	£0.00	£50.00
1130	BACS	Jordan Hogg	Refund of Stall Fee for Cinema Night	£50.00	£0.00	£50.00
1131	DD	Unicom Ltd	Office Telephone and Broadband	£68.38	£13.68	£82.06
1132	CARD	Buy A Plan	Location Plan for Flag Permissions	£21.99	£4.40	£26.39
1133	BACS	PKF Littlejohn LLP	External Auditor Fee	£800.00	£160.00	£960.00
1134	BACS	Francesca Littlewood	Refund of Stall Fee for Cinema Night	£50.00	£0.00	£50.00
1135	BACS	Mrs H J Simpson	Reimbursement for Cadbury Selection Boxes for Christmas Event	£365.50	£0.00	£365.50
1136	BACS	Mrs H J Simpson	Reimbursement for Christmas Labels for Selection Boxes for Christmas Event	£31.40	£6.28	£37.68
1137	BACS	AVBC	Planning Fee for Oxford Street Flags	£231.00	£0.00	£231.00
1138	BACS	Hannah Curzon	Reimbursement for sundries for Cinema Night	£19.50	£0.00	£19.50
1139	BACS	Old Farm Bus	Weekly Workshops #5	£2,050.00	£0.00	£2,050.00
1140	DD	It'seeze Spoton Ltd	Monthly Website Charges	£45.00	£9.00	£54.00
1141	BACS	Mrs Fiona Barrett	Reimbursement for Wrapping Paper for Selection Boxes for Christmas Event	£10.58	£0.00	£10.58
1142	BACS	Mrs H J Simpson	Reimbursement for Window Display Unit for RTC Office.	£263.00	£52.60	£315.60
			<b>Total</b>	<b>£27,867.20</b>	<b>£1,086.97</b>	<b>£28,954.17</b>
		<b>Income</b>				
		J Hogg Catering	Stall Fee for Christmas Market			£50.00
		Zurich Insurance	Insurance Claim Payment – Market Place Toilets			£1,668.75
		Mrs H J Simpson	Employee Pension Contributions for May and June 2022.			£299.12
		HMRC	VAT reclaim for Financial Year 2021/2022			£23,314.46
		DCC	Refund of overpayment earlier in year			£134.40
			<b>Total</b>			<b>£25,466.73</b>

## 11. Report from External Auditor for Financial Year 2021/2022.

## 12. Close Meeting.

The next Ripley Town Council Full Council Meeting will be Tuesday 27<sup>th</sup> September at 7pm 2022 in the Council Chamber, Ripley Town Hall.

**RIPLEY TOWN COUNCIL**  
**BHIB AWARD WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2020**  
**BHIB AWARD WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2018**  
**BHIB HIGHLY COMMENDED WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2019**