



**MINUTES of FINANCE AND MANAGEMENT COMMITTEE MEETING
held on Friday 23rd September 2022 at 5.30pm.**

at Ripley Town Council Office, 6, Grosvenor Road, Ripley, DE5 3JF.

In Attendance: Cllr: P Lobley (Chair), and Cllrs S Freeborn, M Allwood, L Cox, R Ashton, N Weaving, P Moss and D Williams.

Also: Mrs H J Simpson Town Clerk & RFO.

230922/1. To Receive Apologies for Absence – Cllr: T Holmes.

230922/2. Variation of Order of Business - None required.

230922/3. Declaration of Members Interests – None declared.

230922/4. Public speaking – No public present.

230922/5. To determine which additional items on any part of the Agenda should be taken with the public excluded.

In view of the confidential nature of **(none)** it was **Resolved** 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.

230922/6. The following Quotations were considered: -

It was Resolved to approve the Quotations from Biddles Ltd for £916.00 for the printing of 200 copies of the Turn the Page Book plus £100 for the ISBN number.

It was Resolved to approve the Quotation from Shed Grounds Maintenance Ltd totalling £2,078.00 + VAT for Tree and Hedge Works at Porterhouse Road Play Area.

It was Resolved to approve the Quotation from Flagpole Express Ltd for £1,948.80 + VAT for 30 1.5m Flag Poles and 30 Lest we Forget Flags complete with Rope, cleat, and white top.

230922/7. The following Grant Applications were considered: -

It was Resolved to award a Grant of £750 towards the cost of replacing Security Fencing.

It was Resolved to award a Grant of £200 towards the cost of a disabled friendly waterless toilet.

It was Resolved to award further temporary financial support to the Old Farm Bus totalling £942.00 to cover the costs of Indoor Sports facilities October to Christmas 2022.

230922/8. Proposal to make Financial Donations to four Foodbanks within the Ripley Township to support demand over Winter/Christmas 2022.

It was Resolved to donate £500 to the following Foodbanks: - Waingroves Food Bank, the Salvation Army Foodbank, St John's School, and Ripley Junior School PTA.

230922/9. Discuss Finance Reports.

Resolved to agree and accept the monthly Financial Reports as at 31.08.2022.

230922/10 To Confirm and Agree Financial Payments for September 2022.

RESOLVED to confirm and agree September 2022 payments as listed below.

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
1143	CARD	We Transfer	Large Email Service – Monthly Fee	£10.69	£0.00	£10.69
1144	SO	G Freeman & A Mills	Monthly Rent – Office, 6 Grosvenor Road	£750.00	£0.00	£750.00
1145	CARD	Amazon EU Sarl	Desk Calculator	£14.97	£2.99	£17.96
1146	CARD	Amazon EU Sarl	Office Wall Clock	£14.12	£2.83	£16.95
1147	BACS	National Leaflet Company	Delivery of Newsletter – Royal Mail	£1,099.31	£219.20	£1,318.51
			Total	£29,756.29	£1311.99	£31,068.28
		Income				
		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
			Total			£25,466.73

230922/11. Report from External Auditor PKF Littlejohn Ltd for the Financial Year 2021/2022.

It was Resolved to accept the report and note only one comment made from Auditor.

230922/12 Close Meeting at 6.00pm.

The next Ripley Town Council Full Council Meeting will be held on Tuesday 27th September 2022 at 7.00pm in the Council Chamber, Ripley Town Hall.

Signed.....

Date.....

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