



Ripley Town Council

6 Grosvenor Road Ripley DE5 3JF

Contact: Town Clerk and Responsible Finance Officer
Mrs Jayne Simpson
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MINUTES of FINANCE AND MANAGEMENT COMMITTEE MEETING held on Friday 17th February 2023 at 5.00pm.

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

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

Also: Mrs H J Simpson Town Clerk & RFO and Hannah Curzon Deputy Town Clerk.

170223/1. To Receive Apologies for Absence – Cllrs P Moss and L Cox.

170223/2. Variation of Order of Business - None required.

170223/3. Declaration of Members Interests – None declared.

170223/4. Public speaking – No public present.

170223/5. 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.

170223/6. To discuss Quotations for the purchase of an additional piece of Play Equipment for Porterhouse Road Playground, Ripley.

It was **RESOLVED** by all those present to defer this matter to the March Meeting.

170223/7. To seek approval for Sporting Communities to attend Marehay Show at a cost of £308.00 and Ambergate Show at the same cost.

It was **RESOLVED** by all those present to approve the above expenditure.

170223/8. To seek approval for the Plantscape Quotation for Summer 2023 Floral Hanging Baskets.

It was **RESOLVED** by all those present to approve the above quotation for £10,738.50.

170223/9. To discuss and approve Flagpole Express Quotation for Flags for the Coronation Celebrations.

It was **RESOLVED** by all those present to approve the above quotation for £916.80+VAT.

170223/10. Grant Applications.

None received.

170223/11. To approve the purchase of two mobile jumbo display boards at a cost of £569.52 including VAT.

It was **RESOLVED** by all those present to approve the above expenditure.

170223/12. To discuss proposals received from The Old Farm Bus CIC for the financial year 2023/2024.

It was RESOLVED by all those present to approve the funding of Safe Space, Who Art Thou, and Poetry and Crafts for a 12-month period and Build a Band from 1st April – 10th July 2023.

170223/13. To review and update the Terms of Reference for Grants issued during the financial year 2023/2024.

A full review of the Terms of Reference for the Grants issued in the upcoming financial year took place and was approved by all those present.

170223/14. Discuss Finance Reports.

The Finance Reports were agreed by all.

170223/15. To Confirm and Agree Financial Payments for February 2023.

It was RESOLVED to confirm and agree the February 2023 payments as listed below, it was further approved that the payment of salaries for RTC staff shall be moved to the 28th day of the month, (currently the salary for any given month is not paid until the 11th of the following month) this is causing late payment interest to be charged by HMRC for PAYE & NI payments.

February 2023 Payments

Item No.	Method	Payee		Cost	VAT	Total
1340	BACS	Amaze Events	Catering for Warm Wednesday – Week 8	£215.00	£0.00	£215.00
1341	S/O	G Freeman & A Mills	Monthly Rent – RTC Office	£750.00	£0.00	£750.00
1342	CARD	Zafety Supplies Ltd	First Aid Guidance Leaflets	£17.45	£3.49	£20.94
1343	CARD	Viking Group	New Office Shredder	£337.00	£67.40	£404.40
1344	BACS	Old Farm Bus CIC	Weekly Workshops #20	£2050.00	£0.00	£2050.00
1345	BACS	Amaze Events	Catering for Warm Wednesday – Week 9	£235.00	£0.00	£235.00
1346	BACS	Ripley Recreation Ground Charity	Room Hire for Warm Wednesdays 16.11.2022 – 21.12.2022.	£540.00	£0.00	£540.00
1347	BACS	Daryl Hemsell	Playground Inspections	£40.00	£0.00	£40.00
1348	BACS	Daryl Hemsell	Playground Inspections	£40.00	£0.00	£40.00
1349	DD	Unicom Ltd	Office Telephone and Broadband	£68.38	£13.68	£82.06
1350	BACS	Old Farm Bus CIC	Weekly Workshops #21	£2050.00	£0.00	£2050.00
1351	Transfer	Mayor's Account	Transfer of Ticket Money to Mayors Account – paid to RTC account in error.	£10.00	£0.00	£10.00
1352	DD	It'seeze Spoton.net Ltd	Website Fees	£45.00	£9.00	£54.00
1353	BACS	F Barrett	Reimbursement – Box File	£4.00	£0.00	£4.00
1354	BACS	Amaze Events	Catering for Warm Wednesday – Week 10	£185.00	£0.00	£185.00
1355	CARD	Buy A Plan	Plan for Advertising Consent Application	£13.99	£2.80	£16.79
1356	CARD	Buy A Plan	Plan for Advertising Consent Application	£10.99	£2.20	£13.19
1357	BACS	Mayors Account	Transfer of Ticket Sales Money from RTC Account to Mayor's Account.	£280.00	£0.00	£280.00
1358	CARD	Amazon EU SARL	Nescafe for Warm Wednesday.	£28.07	£0.00	£28.07
1359	BACS	Old Farm Bus CIC	Weekly Workshops #22	£2050.00	£0.00	£2050.00
1360	BACS	Amaze Events	Catering for Warm Wednesday – Week 11	£185.00	£0.00	£185.00
1361	CARD	Flagpole Express Ltd	Brackets for Flags outside 6 Grosvenor Road.	£62.90	£12.58	£75.48
1362	BACS	Daryl Hemsell	Playground Inspections	£20.00	£0.00	£20.00
1363	BACS	Konica Minolta	Copier Rental Charges	£68.04	£13.61	£81.65

		Ltd				
1364	BACS	Ripley Recreation Ground Charity	Room Hire for Warm Wednesdays 4.01.2023 – 25.01.2023.	£360.00	£0.00	£360.00
1365	Transfer	Greenwich Charity Account	Transfer of funds from RTC to Charity Account	£5000.00	£0.00	£5000.00
1366	CARD	Helping Hand Environmental	Litter Pickers, Bag Hoops, and Reusable Gloves.	£359.64	£71.93	£431.57
1367	BACS	Old Farm Bus CIC	Weekly Workshops #23	£2050.00	£0.00	£2050.00
1368	DD	Total Energies Ltd	Electricity Invoice – RTC Office	£492.96	£130.10	£623.06
1369	BACS	Shed Grounds Maintenance Ltd	Grounds Maintenance Contract Monthly Charge	£88.00	£17.60	£105.60
1370	BACS	Keptklean Ltd	Annual Rental fee – Sanitary Bins Market Place Toilets.	£234.00	£46.80	£280.80
1371	BACS	Keptklean Ltd	Bin Emptying – Ripley Greenway	£296.00	£59.20	£355.20
1372	BACS	Keptklean Ltd	Heage Public Toilets Cleaned Daily	£540.00	£108.00	£648.00
1373	BACS	Keptklean Ltd	Litter and Dog Bin Emptying	£128.00	£25.60	£153.60
1374	BACS	Keptklean Ltd	Weekly Office Clean	£136.00	£27.20	£163.20
1375	BACS	Keptklean Ltd	Annual Rental Fee – Sanitary Bins Heage Toilets	£234.00	£46.80	£280.80
1376	BACS	Amber Valley Borough Council	PRS Licence recharge – Bands on Crossley Park.	£165.20	£33.04	£198.24
1377	BACS	SLCC	Joining Fee for Jayne Simpson and Annual Membership Fee	£357.00	£0.00	£357.00
1378	DD	Waterplus Ltd	RTC Office – Water Bill	£24.05	£0.00	£24.05
1379	Cash Withdrawal		Prize money for Mayor's Charity Event – will recredit with transfer from Mayor's Account.	£100.00	£0.00	£100.00
1380	BACS	H Curzon	Reimbursement – Storage Boxes	£14.49	£0.00	£14.49
1381	Transfer	Mayor's Account	Transfer of Raffle Ticket Sales Money – Charity Event	£420.00	£0.00	£420.00
1382	Transfer	Mayor's Account	Transfer of Ticket Sale Money for Charity Event	£130.00	£0.00	£130.00
1383	BACS	PhasePrint Ltd	Newsletter Printing.	£1,575.00	£0.00	£1,575.00
1384	BACS	Old Farm Bus CIC	Weekly Workshops # 24	£2,050.00	£0.00	£2,050.00
1385	BACS	HMRC	PAYE & NI Salaries – January 2023	£2,172.97	£0.00	£2,172.97
1386	BACS	DCC - LGPS	Pension Contributions – January 2023	£1,823.14	£0.00	£1,823.14
1387	BACS	Total Salaries	Salaries – January 2023	£5,745.02	£0.00	£5,745.02
				£33,801.29	£691.03	£34,492.32
		Income				
			Grant			£1,000.00
			Charity Evening Ticket			£10.00
			Transfer from Unity Trust Bank			£60,000.00
			Charity Night Tickets			£280.00
			Total			£61,290.00

170223/16. Closed Meeting at 5.18pm.

The next Ripley Town Council Full Council Meeting will be held on Tuesday 21st February 2022 at 7.00pm in the Council Chamber, Ripley Town Hall.

Signed.....

Date.....

RIPLEY TOWN COUNCIL

BHIB HIGHLY COMMENDED WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2022

BHIB AWARD WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2020

BHIB HIGHLY COMMENDED WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2019

BHIB AWARD WINNER FOR DERBYSHIRE COUNCIL OF THE YEAR 2018