



KEIGHLEY TOWN COUNCIL

Minutes of the Finance & Audit (FA) Committee held on Monday 20 June 2022

Present: Councillor Abberton
Councillor Adams
Councillor Ahmed
Councillor Curtis
Councillor Wood
Councillor Maunsell – Ex Officio

Also Present: Joe Cooney, Town Clerk
Peter Clarke, RFO

001/2022 (FA) Election Chairman

Cllr Curtis was proposed by Cllr Adams and Seconded by Cllr Wood.

RESOLVED that Cllr Curtis be elected Chairman for the Municipal year 2022/23.

002/2022 (FA) Election Vice Chairman

Cllr Wood was proposed by Cllr Adams and Seconded by Cllr Curtis.

Cllr Abberton was proposed by Cllr Abberton and Seconded by Cllr Maunsell.

On being put to the vote both Cllr Wood and Cllr Abberton received 3 votes each.

Cllr Curtis used his casting vote as Chairman to;

RESOLVED that Cllr Wood be elected Vice Chairman for the Municipal year 2022/23.

003/2022 (FA) Apologies for absence

Members received apologies of absence for this meeting from Cllr Akhtar.

004/2022 (FA) Declarations of Interest

RESOLVED there were no declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and the relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 from either Members or Officers.

005/2022 (FA) Public Question Time

None.

006/2022 (FA) Minutes – For Decision

Cllr Wood apologies were incorrectly not recorded on the minutes, with that added it was;

RESOLVED Members approved the minutes of the meeting of the Finance & Audit Committee held on Monday 25 April 2022.

007/2022 (FA) Progress Report

NOTED – actions on decisions taken at the committee meeting on Monday 25 April 2022

008/2022 (FA) Town Plan

Members considered a report from the Assistant Town Clerk/CDO on the Town Plan objectives.

RESOLVED Members noted the update.

009/2022 (FA) Internal Audit Report

Members considered the Internal Auditors annual report

RESOLVED Members noted the report and recommends the report to Full Council

010/2022 (FA) Draft Annual Statement of Accounts 2021/22

Members considered the draft annual statement of accounts 2021/22.

RESOLVED Members noted the statement of accounts and recommend Full Council approve the accounts.

011/2022 (FA) Bank Reconciliation & Month end report period 1 & 2

i) Bank Reconciliations & Month End

Members received the bank reconciliation and month end reports for April and May.

RESOLVED members noted the updated.

ii) April and May Payments

Members received details of payments made in April and May.

RESOLVED members affirmed payments made.

iii) Budget Virements

None.

iv) Spot Check

Members received an update from Cllrs Abberton on the April and May spot check.

RESOLVED members noted the update.

v) To appoint 2 members to undertake the monthly spot check.

Cllrs Abberton and Adams volunteered to undertake the monthly spot check for June.

012/2022 (FA) Grant Policy

Members considered a report from the Responsible Financial Officer outlining updates to the Grant Policy.

RESOLVED Section 1 has been changed to better reflect the range of organisations that can apply for grants, such as Community Interest Companies (CIC)

RESOLVED the requirement to provide a copy of an organisations equal opportunities policy has been removed

RESOLVED Section 2 includes changes to the requirements for joint applications for Ward Development Funds.

RESOLVED Section 6 changes to what can be funded in relation to casual or seasonal staffing

RESOLVED to recommend the amended policy to Full Council for approval.

013/2022 (FA) Grant Applications

Members considered a report from the Responsible Financial Officer detailing grant applications received.

RESOLVED members refused the £3,220 Grant application from Future Transformation CIC for cost towards video editing of the Keighley TEDx event. due to the fact the project has already been funded by the Council's Grant scheme, the application is retrospective, and the organisation has failed to comply with the Council's requirement to promote the Council's funding of the project.

RESOLVED members approved £5,000 Grant application from Ma Kelly's Kitchen for Keighley Together fights Hunger project.

RESOLVED members approved the £2,172 Grant application from Keighley Cricket Club for a defibrillator.

RESOLVED members approved the £760 Grant application from Keighley Lions Club Charity Trust Fund to purchase books for Keighley Schools.

RESOLVED members approved the £120 Internal Ward Development Grant submitted by Cllr Luke Maunsell to provide sponsorship of a litter bin on Todley Hall Road in Oakworth.

RESOLVED members approved the £120 Internal Ward Development Grant submitted by Cllr Mark Curtis to provide sponsorship of a litter bin on Todley Hall Road in Oakworth.

RESOLVED members approved the £120 Internal Ward Development Grant submitted by Cllr Peter Corkindale to provide sponsorship of a litter bin on Todley Hall Road in Oakworth.

RESOLVED members approved the £200 Internal Ward Development Grant submitted by Cllr Anayat Mohammad to fund a Play in Parks event in Devonshire Park.

RESOLVED members approved the £200 Internal Ward Development Grant submitted by Cllr Clare Abberton to fund a Play in Parks event in Devonshire Park.

RESOLVED members approved the £200 Internal Ward Development Grant submitted by Cllr Shazad Mahmood to fund a Play in Parks event in Devonshire Park.

RESOLVED members approved the £300 Internal Ward Development Grant submitted by Cllr Leanne Wrench to fund a Play in Parks event in Long Lee Park.

RESOLVED members approved the £300 Internal Ward Development Grant submitted by Cllr Chris Graham to fund a Play in Parks event in Long Lee Park.

RESOLVED members approved the £250 Internal Ward Development Grant submitted by Cllr Peter Corkindale to fund a Mini Bounce Planet Event at Bronte Fields.

RESOLVED members approved the £250 Internal Ward Development Grant submitted by Cllr Luke Maunsell to fund a Mini Bounce Planet Event at Bronte Fields.

RESOLVED members approved the £250 Internal Ward Development Grant submitted by Cllr Mark Curtis to fund a Mini Bounce Planet Event at Bronte Fields.

RESOLVED members approved the £250 Internal Ward Development Grant submitted by Cllr Martin Walker to fund a Mini Bounce Planet Event at Bronte Fields.

RESOLVED members approved the £320 Internal Ward Development Grant submitted by Cllr Leanne Wrench to provide funding for a CCTV system for Long Lee Cricket Club.

RESOLVED members approved the £320 Internal Ward Development Grant submitted by Cllr Chris Graham to provide funding for a CCTV system for Long Lee Cricket Club.

014/2022 (FA) Future Items

None

015/2022 (FA) Date of Next Meeting

RESOLVED The date of the next meeting of this committee will be held on Monday 18 July 2022.

Signed Date

Chair