



KEIGHLEY TOWN COUNCIL

Minutes of the Finance & Audit (FA) Committee held on Monday 21 November 2022, 6:00pm at the Civic Centre, North Street, Keighley.

Present: Councillor Curtis - Chairman
Councillor Abberton
Councillor Adams
Councillor Ahmed
Councillor Maunsell – Ex Officio

In Attendance: Joe Cooney, Town Clerk
Peter Clarke, RFO

Minute Ref	Agenda Item
043/2022 (FA)	Welcome & Introduction Cllr Curtis welcomed the members to the meeting.
044/2022 9FA)	Apologies for absence Members received apologies of absence for this meeting from Cllr Akhtar Cllr Kates Cllr A Walker
045/2022 (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.
046/2022 (FA)	Public Question Time None
047/2022 (FA)	Minutes RESOLVED Members approved the minutes of the meeting of the Finance & Audit Committee held on Monday 24 October 2022 as a true and correct record.
048/2022 (FA)	Progress Report

	<p>RESOLVED members noted the report on decisions taken at the committee meeting on Monday 18 July 2022.</p>
049/2022 (FA)	<p>Town Plan</p> <p>Members considered a report from the Assistant Town Clerk/CDO on the Town Plan objectives.</p> <p>RESOLVED Members noted the update.</p>
050/2022 (FA)	<p>Period 7 report & Standing Financial Reports</p> <p>i) Bank Reconciliation & Month End Report</p> <p>Members received the bank reconciliation and month end reports for October.</p> <p>RESOLVED to note the report.</p> <p>ii) October Payments</p> <p>Members received details of payments made in October.</p> <p>RESOLVED that members ratify and affirm the payments made in October.</p> <p>iii) Budget Virements</p> <p>None.</p> <p>iv) Monthly Spot Checks</p> <p>Members received an update from Cllrs Abberton & Kates on the October spot check. No issues were reported.</p> <p>RESOLVED members noted the update.</p> <p>v) To appoint 2 members to undertake the monthly spot check.</p> <p>RESOLVED Cllrs Abberton and Maunsell would undertake the monthly spot check for November.</p>
051/2022 (FA)	<p>Grant Applications</p> <p>Members considered a report from the RFO detailing grant applications received.</p> <p>RESOLVED members approved £5,000 for Keighley & District Scouts towards the cost of construction of a toilet and shower block at Low Wood Scout Camp.</p> <p>RESOLVED members approved £1,000 for Ma Kellys for their Christmas Hamper campaign.</p>

	<p>RESOLVED members approved the £100 internal Ward Development Grant submitted by Cllr Julie Adams to provide sweets for the Christmas Lights switch on event.</p> <p>RESOLVED members approved the £100 internal Ward Development Grant submitted by Cllr Emanuele Bernardini to put on a children’s disco event at the Sue Belcher Centre, the Good Shepherd Centre and the Civic Centre.</p> <p>RESOLVED members approved the £400 internal Ward Development Grant submitted by Cllr Allan Clark to put on a children’s disco event at the Sue Belcher Centre, the Good Shepherd Centre and the Civic Centre</p> <p>RESOLVED members approved the £900 internal Ward Development Grant submitted by Cllr Julie Adams to put on a children’s disco events at the Sue Belcher Centre, the Good Shepherd Centre and the Civic Centre.</p>
052/2022 (FA)	<p>Ward Development Grant Underspend</p> <p>Members considered a report from the RFO outlining options for any underspend of Ward Development Grants.</p> <p>RESOLVED members request Full Council creates an Earmarked reserve at the end of the financial year of any unallocated Ward Development Grant funding.</p> <p>RESOLVED subject to Full Council approving the Earmarked reserve be available for bids to be submitted by Councillors who have spent their annual ward development grant application or whom have a project cost over their allocation.</p> <p>RESOLVED request the RFO to develop draft criteria for the use of the earmarked reserve for the committee to consider at a future meeting.</p>
053/2022 (FA)	<p>Items for a future agenda</p> <p>None.</p>
054/2022 (FA)	<p>Date of next meeting</p> <p>RESOLVED The date of the next meeting of this committee will be held on Monday 19 December 2022.</p>

Signed
Chair

Date