



Meeting (No) **RESOURCES COMMITTEE (3)**
Time & Date **5pm 7 July 2020**
Place **Remote meeting via Zoom**
Document **Minutes**

Present: Cllrs Jones (Chair), Bolderson, Kynaston (from agenda item 38) and Hudspeth.

In attendance: Miss A Duncan (Governance & Operations Manager) and Mrs N McMahon (Senior Markets & Support Co-ordinator)

PART 1: Items considered in the presence of the press and public

33 Questions and comments from residents

There were no questions or comments from residents.

34 Apologies for absence

RESOLVED to approve apologies for absence from Cllr Hutt (business).

The absence of Cllr Roberts was noted.

35 Declarations of interest

There were no declarations of interest.

36 Minutes of the last meeting

RESOLVED to approve minutes of the meeting held on 23.06.20.

It was noted that the minutes would be formally signed at the next face-to-face Resources Committee meeting. The physical signing of the minutes must be witnessed by those present.

37 Exclusion of the press and public

RESOLVED that, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

PART 2: Items considered in the absence of the press and public

38 Cashless payments – consideration of options

The Committee discussed various options for cashless payment methods.

Cllr Kynaston joined the meeting during discussion of agenda item 38.

RESOLVED that, the confidential business having been concluded, the press and the public be re-admitted to the meeting.

PART 1: Items considered in the presence of the press and public

39 Cashless payments – rescission of resolution

The G&O Manager informed the committee that a motion to rescind the Resources Committee resolution made on 23.06.20 (item 31) had been received in the names of six councillors (Cllrs Bolderson, Hutt, Jones, Kynaston, Roberts and Warner).

Committee confirmed that further information about payment options had become available following the 23 June meeting and that this information should be taken into

Chairman's initials and date:

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account when deciding upon a method of cashless payment. The Committee therefore **RESOLVED** to rescind the resolution (minute 31, 23 June 2020) to use iZettle Go for cashless payments and also to provide delegated authority to the SM&S Co-ordinator to set up a sim-only mobile phone contract at a maximum monthly cost of £15 in order to facilitate the cashless payments.

40 Cashless payments – method to be used by Neston Town Council

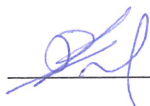
RESOLVED that:

- i. iZettle be used as the primary method of cashless payment for collecting market pitch and associated charges, with invoicing being a backup method if iZettle cannot be used (for example, should there be unexpected technical/connectivity issues);
- ii. in order to facilitate iZettle payments, a pay-as-you-go mobile phone be purchased at a maximum cost of £40+VAT and a card reader be purchased at a maximum cost of £36+VAT;
- iii. the SM&S Co-ordinator be provided with delegated authority to top up the pay-as-you-go phone with the minimum top up (currently £10) whenever the amount remaining on the phone falls to £5.
- iv. the SM&S Co-ordinator would set up and manage the iZettle online account.

In reaching this resolution, the Committee considered that the features of iZettle – automatic VAT calculations, breakdown of the various elements of the charges and automated issuing of receipts – would increase efficiency and reduce the possibility of error. In addition, iZettle had the advantage of being an immediate payment method thereby eliminating the risk of late or non-payment. Committee also considered that iZettle had the potential to be used for other purposes in the future such as allotment tenancy fees and payments for town hall bookings.

The meeting closed at 5.30pm.

Signed



Date

8/6/21