



Meeting (No) **Finance & Administration Committee (1)**  
 Time & Date **10am Tuesday 12<sup>th</sup> September 2023**  
 Place **Neston Town Hall**  
 Document **Minutes**

**Present:** Cllrs Jones (Chair), Braithwaite, Edwards, Hudspeth, Kynaston & Wastell.

**In attendance:** Z. Dean (Locum Chief Officer)

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

When the meeting began the Chair asked for Election of Vice Chair to be added to the agenda, as this decision was deferred from the last meeting.

<b>10</b>	<b>Public Participation</b>
	No members of the public were present.
<b>11</b>	<b>Apologies</b>
	All members of the committee were present.
<b>11a</b>	<b>Election of Vice Chair</b>
	Cllr Edwards nominated himself, seconded by Cllr Braithwaite. Cllr Wastell nominated Cllr Kynaston, seconded by Cllr Jones. A vote was taken: Cllr Edwards, 2 votes. Cllr Kynaston, 2 votes. The Chair used his casting vote to select Cllr Kynaston. <b>RESOLVED:</b> to accept Cllr Kynaston as the Vice Chair for the committee.
<b>12</b>	<b>Declarations of Interest</b>
	None received.
<b>13</b>	<b>Minutes of the Last Meeting</b>
	<b>RESOLVED:</b> to accept the minutes from the meeting held on 13.06.23 as an accurate record of that meeting. The Chairman duly signed the minutes.
<b>14</b>	<b>Committee Accounts Months 2 - 4</b>
	The committee noted that the associated IT costs were high and requested a breakdown for the next meeting. The committee understands that there is a cost associated with every email sent to the IT provider. A suggestion was made to contact a Council officer first to report any issues with spam rather than members sending separate emails to IT support. The double payment for rates had already been queried and will be returned. <b>RESOLVED:</b> to approve the current accounts for Months 2 - 4. Noted: The committee requested that the RFO present a report on the financial costs regarding ICT matters at the next scheduled Finance meeting.
<b>15</b>	<b>Finance</b>
<b>a</b>	<b>RESOLVED:</b> to approve expenditure of £130,698.27 net from the Council's current account authorised by the RFO from 01.04.23 to 31.07.23, and Equals card payment of £733.55 net from 01.04.23 to 31.07.23.
<b>b</b>	<b>RESOLVED:</b> to note current account income of £423,864.40 net from 01.04.23 to 31.07.23.
<b>c</b>	<b>RESOLVED:</b> to agree the reconciliation of the Council's three bank accounts to 31.07.23.
<b>16</b>	<b>Delivery Plan</b>

*ELW 12/12/23*

