



# BUNGAY TOWN COUNCIL

## Finance, Budget & Strategy Committee



### Minutes of the Finance, Budget & Strategy Sub Committee Meeting held on Thursday 27<sup>th</sup> August 2021 at 7.00 pm in the Riverside Centre, The Staithe, Bungay

Town Council Members:

Cllr. J. Blowers O’Neill (JBO’N), Cllr. B. Prior (BP) Cllr. J. Adams (JA), Cllr.

F. Betts (FB) , Cllr. S. Collins (SC), Cllr. M. Lincoln (ML).

Also present:

J. Burton, (JB) Clerk/ RFO Bungay Town Council

**FB&S 013 2021/2022 Election of Deputy Chair for the Finance, Budget & Strategy Committee for the municipal year 2021-2022:** to receive nominations and elect the Deputy Chair.

**It was proposed by SC, seconded by JBO’N, and RESOLVED, that ML be Deputy Chair of the Finance, Budget and Strategy Committee for the municipal year 2021 – 2022.**

For	6
Against	0
Abstain	0

**FB&S 014 2021/2022 Apologies for Absence:** To receive any apologies for absence.

All members of the Finance, Budget & Strategy Committee were present at the meeting - **Noted.**

**FB&S 015 2021/2022 Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.

BP declared a non-pecuniary interest for Agenda item FB&S 018 2021/2022. - **Noted.**

**FB&S 016 2021/2022 Public Forum:** Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.

No members of public were present at the meeting – **Noted.**

**FB&S 017 2021/2022 To approve the minutes outstanding:** To approve the minutes of the Budget & Strategy Sub-Committee Meeting held on the 24<sup>th</sup> June\_2021 - for consideration.

**It was proposed by SC, seconded by FB, and RESOLVED that these minutes were an accurate record of the Budget & Strategy Sub- Committee Meeting held on 24<sup>th</sup> June 2021 and these minutes were signed by the Chair (JBO’N).**

For	5
Against	0
Abstain	1

Signed \_\_\_\_\_

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Date \_\_\_\_\_



# BUNGAY TOWN COUNCIL

## Finance, Budget & Strategy Committee



**FB&S 018**      **East Suffolk Boost Grant Scheme - for consideration.**  
**2021/2022**

It was proposed by JA, seconded by SC, and **RESOLVED** that Bungay Town Council applies to East Suffolk Council for a East Suffolk Boost Grant of £5,000 to purchase external Sunshine Gym Equipment to the value of £5,099.

For	6
Against	0
Abstain	0

If this application for funding is successful it will be decided at a later date where to place this external gym equipment – **Noted**

**FB&S 019**      **Email security for Office 365 – for consideration.**  
**2021/2022**

It was proposed by JA, seconded by JBO’N, and **RESOLVED** that Bungay Town Council purchases Microsoft Account Verification security via Red Dune, as quoted, for the 17 users at a total cost of £510.00 per annum.

For	6
Against	0
Abstain	0

Councillors to be reminded that they need to keep their personal computer antivirus systems up to date and turned on and that they can ask for advice on internet security at any time from Red Dune – **Noted.**

**FB&S 020**      **Transfer of funds between Bank Accounts – for consideration.**  
**2021/2022**

It was proposed by JA, seconded by ML, and **RESOLVED** that £30,000 is transferred now from the BTC Unity Trust Bank Account to the CCLA Public Sector Deposit Fund and another £50,000 transferred after the 2<sup>nd</sup> instalment of the precept from ESC has been received.

For	6
Against	0
Abstain	0

**FB&S 021**      **Bungay War Memorial - to be included on Asset Register and Insurance Policy – for consideration.**  
**2021/2022**

It was proposed by ML, seconded by FB, and **RESOLVED** that the Bungay War Memorial, in St Marys Street, is added to both the Bungay Town Council Asset Register and Insurance Schedule for the value of £80,000.

For	6
Against	0
Abstain	0

**FB&S 022**      **Review of Bungay Town Council Accounts and Budgets Year to date – for consideration**  
**2021/2022**



# **BUNGAY TOWN COUNCIL**

## **Finance, Budget & Strategy Committee**



The Bungay Town Council Accounts and Budget Reports as produced on Scribe Accounting package for the 2021 -22 financial year to date were discussed by the Committee Members. The Committee Members were happy with the accounts and budgets YTD and expressed their gratitude to the RFO ( JB) on how they were all in order and how they had been presented – **Noted.**

**FB&S 023**      **Date of next Meeting** – for consideration  
**2021/2022**

It was agreed that the date of the next Finance, Budget & Strategy Committee to be 28 October 2021 – **Noted.**

The meeting closed at 7.52 pm.

**Minutes Dated: 27<sup>th</sup> August 2021.**

**Jeremy Burton,**  
**Clerk to Bungay Town Council,**  
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Signed \_\_\_\_\_

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Date \_\_\_\_\_