

# Minutes of the Finance Committee Meeting for Bishop Auckland Town Council

Held on 25 January 2022 at 5.00pm,

At BATC Offices, Kingsway Bishop Auckland.

**In attendance:** Cllrs D Wilson (Chair), K Eliot, S Zair, J Blackburn and L Chappell

**Also Present:** Sarah Harris, Town Clerk

**FC22/21 Apologies for absence - To apologies were received.** Apologies were received from Cllr A Zair who had been delayed at work.

**FC23/21 Declarations of interest – No declarations were given.**

**FC24/21 Public Participation - no members of the public were present.**

**FC25/21 Report of Town Clerk**

**FC25.1/21 Account Balances** (Copy in file ) were presented for all accounts and were noted.

**Resolved:** the balances were noted and agreed.

**FC25. 1/21 Bank Reconciliations at end of Quarter 2 & 3** – were not able to be presented, and therefore, would be presented at the next meeting. the change in system had caused some delays.

**Resolved:** That the Bank Reconciliations would be presented to the next meeting.

**FC25.3/21 Spend Against Budget as at 30 September 2021 (Quarter 2)** – and updated position on cost codes were given. Some areas and minimal over spend due to the Council still adjusting to owning its own building, and there would be underspend in other areas to compensate for this.

**Resolved:** That the report was noted and agreed.

**FC25.4/21 Payment of Continuing contracts and obligations** – was presented.

**Resolved:** The report update was noted, and that the updated ongoing continuing contracts and obligations was agreed.

**FC25.5/21 Authorisation of Cheques** Written under delegated powers and presented for authorisation

**Resolved:** That the payments be agreed as set out overleaf in appendix one.

**FC31/21 Community Fund & Donations/ funding requests** –Funding applications were presented, however due to the length of time a little more information was required.

**Resolved:** That the there was support in principle, however further clarification was needed. Therefore the Clerk was tasked to seek further information and feedback to the Town Council meeting.

Signed Chair of Meeting:  
22 March 2022

Payment Type/ No	Payee	Detail	Amount £	Authorised By	Notes	
DD	EDF Energy	Electricity: Kingsway 20/08/21-03/11/21	£123.82	By Council for Financial Regulation No 5.6		
DD	EDF Energy	Electricity: Kingsway 04/11/21-30/11/21	£176.19			
DD	EDF Energy	Electricity: Kingsway 01/12/21-31/12/21	£102.65			
EP	Wave (NWG Business)	Water: West Mills 09/10/21-08/01/22	£241.74			
EP	Corona Energy Retail 2 Limited	Kingsway: Gas December 2021 - January 2022	£201.16			
DD	O2 (Telefonica Ltd.)	Mobile Phones 23/01/22-23/02/22	£73.80			
EP	Evolve Group Ltd.	Kingsway: Telephone & Broadband - January 2021	£218.29			
EP	Evolve Group Ltd.	3CX Telephone System, Professional Licence Renewal - 1 Year	£702.00			
EP	Salaries, Superannuation	January 2022	£5,961.85			Includes revised pay scales and backdated salaries
EP	HMRC - Tax and NI, Salaries	January 2022	£2,718.96			
EP	D.C.C. Pension Scheme	January 2022	£1,815.19			
EP	Members Allowances	January 2022	£411.04			
EP	HMRC - Tax and NI, Members Allowance	January 2022	£29.00			
DC	Vbroadcasting Ltd.	Wondershare Filmora Video Editing Software - 1 Year Licence	£35.46	Town Council	Annual recurring Debit Card payment	
2143	Roadsafe Traffic Management	Road Closure and Signage - Remembrance Sunday, 14th November 2021 <i>(Cancelled - See Cheque 2152)</i>	£0.00	Town Council		
2152	AdvantEdge Commercial Finance (Roadsafe Traffic Management)	Road Closure and Signage - Remembrance Sunday, 14th November 2021 (Reissued)	£468.00	Town Council		
2147	Durham County Council	HR Advice and Guidance Services: December 2021 <i>(Cancelled - See Cheque 2153)</i>	£0.00	Town Council		
2153	Durham County Council	HR Advice and Guidance Services: December 2021 (Reissued)	£84.00	Town Council		

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22 March 2022

Payment Type/ No	Payee	Detail	Amount £	Authorised By	Notes
2154	St John Ambulance	First Aid Cover for Remembrance Sunday 2021	£115.20	Town Council	
2155	Durham County Council	HR Advice and Guidance Services: January 2022	£63.00	Town Council	
2156	Durham County Council	Recharge Cost of By-Election for Henknowle Ward	£7,007.99	Town Council	
2157	Abel Alarm Company Ltd.	Kingsway: Replace External Alarm Arming Switch	£184.44	Town Council	
2158	Society of Local Council Clerks (SLCC)	SLCC Membership Renewal 2022/23	£294.00	Town Council	
2159	Total Business Group	Printing Costs: January 2022	£21.99	Town Council	

**Total    £21,049.77**

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22 March 2022