

**MINUTES**  
**FINANCE & RESOURCES COMMITTEE**  
**TUESDAY 27<sup>th</sup> June 2023**

**ATTENDANCE:**

P	Councillor J. Critchley(Chair)	P	Councillor J. Parker
P	Councillor I. Culley	A	Councillor J. Urquhart
P	Councillor N. Gwynne	P	Councillor S. Wilkinson

**In the Chair:** Cllr. J. Critchley

**Clerk:** Judith Giles

**Public:** 0

**1. Apologies**

Cllr. J. Urquhart

**2. Chairman and Vice-Chairman 2022-2023**

Cllr. N. Gwynne proposed Cllr. J. Critchley as Chair, seconded by Cllr. J. Parker

**CARRIED**

Cllr. J. Burnage proposed Cllr. N. Gwynne as Vice Chair, seconded by Cllr. S. Wilkinson

**CARRIED**

**3. Declarations of Interests**

None

**4. Minutes**

i) To receive the Finance & Resource Committee Meeting Minutes of 2<sup>nd</sup> May 2023

**PROPOSED:** Councillor Cllr. N. Gwynne

**SECONDED:** Councillor J. Parker

**CARRIED**

ii) **Matters Arising**

None

**5. Public Participation**

None

**6. Town Hall Income**

Noted. The Chief Officer reported Town Hall bookings for 2023-24 continue to be on the increase.

**7. Finance Report 2023/24**

The Chief Officer presented Month 2 to the Committee. Cllr. I. Culley asked when the Chief Officer was going to review Romsey Town Council funds banking sources. The Chief Officer reported once the Romsey Extra Parish Council External Audit has been completed, she will then investigate the best banking arrangements for increased funds due to the merger of REPC and Romsey Town Council.

**8. Asset Register Review 2023-24**

The Committee discussed the 2023-24 Asset Register. The Chief Officer to investigate Speed Reminder Sign Asset Valuation which is shared with Nursling and Rownhams. The Chief Officer to get clarification of Asset Note No.2 and report back at the next Finance & Resources Committee Meeting.

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**9. Councillor Finance Check**

As Chair of Finance & Resources Committee, Cllr J. Critchley carried out an independent check of RTC Finances for 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023 as recommended by Internal Auditor. Cllr. J. Critchley confirmed he has no areas of concern.

**10. Romsey Town Council/Romsey Extra Merger**

The Chief Officer reported she is currently working on Romsey Extra Parish Council External Audit. The REPC funds cannot be transferred to RTC until the External Auditor has signed off the accounts which is anticipated to be in the Autumn.

**11. Building Manager Job Title Change**

**RECOMMENDATION:** in view of merger with Romsey Extra Parish Council the Chief Officer recommends “Building Manager” Job Title is changed to “Buildings and Environment Manager”

**RESOLUTION NO.**

It was **RESOLVED** in view of merger with Romsey Extra Parish Council RTC “Building Manager” Job Title is changed to “Buildings and Environment Manager”

**PROPOSED:** Councillor S. Wilkinson

**SECONDED:** Councillor J. Burnage

**CARRIED**

The Chief Officer to update Job Description accordingly.

**12. Grants**

**RESOLUTION NO. 23/47**

It was **RESOLVED** to grant the Rotary Club of Romsey Test £400 towards the Mayor’s Picnic

**PROPOSED:** Councillor J. Parker

**SECONDED:** Councillor N. Gwynne

**CARRIED**

**The following to be added to Grant Application Form** *“Please note, if you are applying for a fundraising event, the grant can be considered towards the cost of running the event, but must not form part of the funds to be donated”.*

**Meeting Ended: 8.19p.m.**