



# KETLEY PARISH COUNCIL

## FINANCE COMMITTEE

**MINUTES of the Meeting of the Finance Committee of Ketley Parish Council held on Wednesday 27<sup>th</sup> September 2023 at Ketley Community Centre at 1:00pm.**

**Present:**

Councillor Hilda Rhodes  
Councillor Joy Francis  
Councillor Dave Elliott

Councillor Amrik Jhawar  
Councillor Ranbir Sahota

**In Attendance:**

**Clerk** Shelley Everton  
**Deputy Clerk** Zara Purvis  
**Members of the public** 0 members of the public

- F23/032 WELCOME**  
Cllr H. Rhodes welcomed everyone.
- F23/033 APOLOGIES FOR ABSENCE**  
Apologies received from Councillor M. Cartwright.  
Apologies accepted.
- F23/034 DISCLOSURE OF INTERESTS**  
None.
- F23/035 APPROVAL OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON WEDNESDAY 26 JUNE 2023.**  
**Proposed by Cllr J. Francis**  
**Seconded by Cllr D. Elliott**  
**All in favour.**
- F23/036 ORDERS FOR PAYMENT OF MONEY**  
(i) The Committee reviewed, approved, and signed the Orders for Payment as of 27<sup>th</sup> September 2023 (Appendix 1).  
**Proposed by Cllr A. Jhawar**  
**Seconded by Cllr R. Sahota**  
**All Councillors in favour.**
- F23/037 REGULAR PAYMENTS**  
(i) No Card Payments have been made this month.  
(ii) Monthly checks were not carried out this month.
- F23/038 UPDATE REGARDING THE TACT BUILDING LEASE**  
Following the Full Council Meeting that took place on Wednesday 13<sup>th</sup> September 2023 in which this topic was discussed, further information was discussed. A meeting with TACT will be requested by the Clerk to the Council for the issue of an updated lease agreement to be signed.



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## FINANCE COMMITTEE

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**F23/039**      **AGENDA ITEMS FOR NEXT MEETING**  
None.

**F23/040**      **DATE OF NEXT MEETING**  
Wednesday 25<sup>th</sup> October 2023 at 1 PM

**Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

It was noted that there were no items to be discussed in the Private Session.

The Chair closed the meeting at 1:22 PM

**Appendix 1 - Orders For Payment as at 27<sup>th</sup> September 2023**  
**Finance Committee Meeting Item: F23/036 (i)**

**Signed:** \_\_\_\_\_  
Chairman

**Date: 27<sup>th</sup> September 2023**

**Appendix 1**  
**Orders For Payment as of 27<sup>th</sup> September 2023**  
**Finance Committee Meeting Item: F23/036 (i)**

| ID | Supplier                           | Description                        | Invoice      | Net             | VAT          | Total           | Comment |
|----|------------------------------------|------------------------------------|--------------|-----------------|--------------|-----------------|---------|
| 1  | Jason Gough Computing Services Ltd | Monthly IT Retainer                | SI-122325    | 50.00           | 10.00        | 60.00           |         |
| 2  | Moneysoft                          | Payroll Manager                    | E104388      | 82.00           | 16.40        | 98.40           |         |
| 3  | AG Building Improvements Ltd       | Toilet repair (TACT Building)      | AGBL161      | 88.40           | 0.00         | 88.40           |         |
| 4  | PPL PRS                            | Music Premices licence             | LIC-01699325 | 309.78          | 61.96        | 371.74          |         |
| 5  | HMRC                               | September Tac & National Insurance |              | 2381.22         | 0.00         | 2381.22         |         |
| 6  | Shropshire County Pension Fund     | September Pension                  |              | 1942.98         | 0.00         | 1942.98         |         |
| 7  | Salary Payments                    | September Salary                   |              | 7544.09         | 0.00         | 7544.09         |         |
|    | <b>TOTAL</b>                       |                                    |              | <b>12398.47</b> | <b>88.36</b> | <b>12486.83</b> |         |

RESOLUTION: The payments listed above should be authorised in accordance with the Parish Council Standing Orders and Financial Regulations. Signed authorisation will be provided when the Council or Finance Committee next meet in person.

Signed (1) \_\_\_\_\_

Signed (2) \_\_\_\_\_ Clerk \_\_\_\_\_