



**Minutes of the Finance & General Purposes Committee Meeting
on Monday 15th July 2019**

Present

Chairman: Cllr Ledger
Councillors: Rowland, Ledger, Haggerty, Read, Russell, & Sanham
In attendance: Locum Town Clerk

8. Apologies

Apologies were received and accepted from Cllrs Beer & Davies

9. Declarations of Interest

Cllrs Ledger & Rowland declared a personal interest as Councillors with East Devon District Council (EDDC)

10. Minutes of the previous meeting

The Committee **RESOLVED** to approve the minutes of the Finance and General Purposes meeting held on Monday 17th June 2019

11. Public Question Time

There were no members of the public present

12. Payments, Receipts & Unpaid Invoices

Discussion took place around:

- The need for the heating system at the front of the building to be reviewed by the Marshlands Working party.
- Check allocation of RoSPA invoices.
- Electricity and gas payments.
- Transaction details to give a clear indication of the purpose of the payment.
- Unpaid invoices, need further information before writing off.
- Sponsorship for events in 2020 needs to be reviewed with reference to VAT.

The Committee **RESOLVED** to transfer the £200 received from the Grizzly to cover maintenance of the air ambulance landing sight (proposed Cllr Sanham, seconded Cllr Rowland).

13. Budget to Date

Discussion took place around:

- Staffing, year to date national insurance contributions.
- Accounts software over budget.
- Awaiting Cycle Fest entry fees
- Whether £4,500 should be bought forward for elections.

- Town Crier Expenses – needs adjustment as the £300 was paid to last years Town Crier.
- A number of codes need clarification including 4275, 4280, 4535, 4540, 4420.
- The need to update the Seafront Enhancement budget.
- Allotment and Artisan bugets to be sorted out and include bought forward amounts.

The Committee **RESOLVED** to ask the Communities Committee to look at what could be done with the budget allocated to Town Centre Enhancement , code 4330 (proposed Cllr Ledger,) subject to resolution from meeting held on 14th January 2019

The Committee **RESOLVED** to note the budget (proposed Cllr Ledger)

14. Bank Reconciliation

The Committee **RESOLVED** to approve the bank reconciliations for April and May 2019.

15. Update on Actions from previous meeting

Updates to be bought back to next meeting.

16. External Auditor

The internal audit will be taking place on Wednesday 17th July 2019, with reports to then be submitted to the external auditor.

17. Confidential Items

The Chairman moved, and the Council agreed, that in accordance with the Council's Standing Order 1(c) press and public will be excluded from the meeting during the discussions of item 12 on this agenda as there is likely to be a disclosure of commercially sensitive information

18. Fire Alarm Quotes for Town Hall

The Committee **RESOLVED** to accept the quote from Safeguard Fire Safety Division.

The meeting ended at 21.02

Chairman: _____

Dated: _____