



Minutes of the Finance & General Purposes Committee Meeting on Monday 9th December 2019

Present:

Chairman: Cllr. D. Ledger

Councillors: K Beer, J Rowland, D Haggerty, H Sanham & A Singh

In attendance: Town Clerk, Admin & Finance Officer, Cllr A Antoniou & 1 member of the public

57. Apologies for Absence

There were no apologies for absence received.
Cllr Jack Russell was absent.

58. Declaration of Interests

Cllrs Ledger and Rowland declared personal interests as Councillors with East Devon District (EDDC)

59. Minutes of the previous meeting.

The Committee **RESOLVED** to agree the minutes of the Finance and General Purposes meeting held on Monday 18th November 2019 subject to the following amendment:

- Minute 51, a) The last sentence be amended to read 'The Chairman **RESOLVED** that the Clerk is given delegated authority to change the nominal codes so that the reports are more streamline, transparent and easier to read for members of the public.

(moved Cllr Ledger; seconded Cllr Haggerty)

60. To allow questions or reports from members of the public.

There were no public questions.

61. Budget and Precept 2020/21

Members spent some considerable time going through the draft 2020/21 budget in detail and making various amendments both to expenditure and Earmarked Reserves.

Due to the number of amendments, it was **RESOLVED** that the Clerk should update the spreadsheet to reflect these amendments and this would be circulated and considered, along with the setting of the 2020/21 precept at a meeting of full Council on 13th January 2020. A copy of the updated proposed budget is appended to these Minutes.

62. Payments, Receipts and Unpaid Invoices

Payments



Members received a report of payments, income and unpaid invoices up to the end of November.

Discussion took place around:

- Income – it would be helpful if the reports could show what the received income is for e.g. Room hire, Allotments etc.

Unpaid Invoices

- All unpaid invoices have been chased up. There were two unpaid invoices which need to be written off. Both were allotment payments where the plots had been vacated, the plot holders had moved away but left no forwarding address.

The Committee **RESOLVED** to approve the reports for Payments, Receipts and Unpaid Invoices.

(moved Cllr Ledger)

63. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 30 November 2019.

64. Payroll Services

Members **RESOLVED** to approve the transfer of the Council's payroll services from the existing payroll provider, as from 1 April 2020, to East Devon District Council, under the provisions of a Service Level Agreement at a cost not exceeding £600 per annum.

(moved Cllr Ledger; seconded Cllr Beer)

65. Update on Actions arising from previous meetings

Cllr Beer informed the Committee that the terms of the contract for the CycleFest had been agreed with the contractor.

Meeting closed at 9.08pm

Chairman: _____

Date: _____