



**Minutes of the Finance & General Purposes Committee Meeting
on Monday 16th March 2020**

Present:

Chairman: Cllr. D. Ledger

Councillors: K Beer, J Russell, A Singh & D Haggerty

In attendance: Town Clerk

Note – due to an emergency informal meeting of members of the Town Council and members of the community to discuss the covid-19 situation, the start of the Finance & General Purposes Committee Meeting was delayed until 7.08pm.

87. Apologies for absence

Apologies for absence received from Cllr. Rowland

88. Declarations of Interest

Cllrs. Ledger declared a personal interest as a Councillor with East Devon District Council (EDDC)

89. Minutes of the previous meeting

The Committee **RESOLVED** to agree the minutes of the Finance and General Purposes meeting held on Monday 17 February 2020.
(moved Cllr Singh; seconded Cllr Russell)

90. Public Question Time

No questions were asked by members of the public.

91. Payments, Receipts & Unpaid Invoices

Payments

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

The Committee **RESOLVED** to:

- approve the schedule of Payments & Receipts; and
- noted there were no aged outstanding invoices
(moved Cllr Haggerty; seconded Cllr Russell)

92. Update on budget to date

Members **NOTED** the budget update



93. Bank Reconciliation

Members **RESOLVED** approve the bank reconciliation to 29 February 2020
(moved Cllr Haggerty; seconded Cllr Russell)

94. Petty Cash Reconciliation

Members **RESOLVED** to note the Clerk's report and approve the petty cash
reconciliation from 1 April 2019 to 29 February 2020
(moved Cllr Beer; seconded Cllr Singh)

95. Internal Audit Update

Members **RESOLVED** to note the action already taken in response to the observations
of the Internal Auditor from his mid-year report and agreed that the Clerk's findings
should be collated into a report to be signed by Cllr Beer so as to provide an
explanation to the Auditors in respect of the handling of cash relating to the Cyclefest
and GBSS events in 2019.
(moved Cllr Ledger; seconded Cllr Beer)

96. Annual Accounts – Seaton Gateway

Members **NOTED** the annual accounts of Seaton Gateway

97. Committee Structure

Members discussed the Council's existing Committee structure and, at Cllr Beer's
suggestion, would give thought going forward to whether this should be changed.

Meeting closed at 7.28pm

Chairman: _____

Date: _____

16 JUNE 2020