



**Finance & General Purposes Committee Meeting
Monday, 16th November 2020**

Chairman: Cllr D Ledger
Councillors: K Beer, D Haggerty, J Russell, A Singh, M Hartnell, E Bowman
& C Wood

11th November 2020

Dear Councillor

You are hereby summoned to attend a meeting of the **Finance & General Purposes Committee on Monday, 16th November 2020 at 6pm or immediately following the meeting of the Planning Committee, whichever is the earliest.** In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held remotely and members of Seaton Town Council ("the Council") and members of the public can access the meeting by taking the following steps:

Log onto www.zoom.us

Click on: 'Join Meeting' and then enter:

- Meeting ID: 993 1667 0965
- Passcode: 009992

It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Julia Mutlow
Town Clerk

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that the Council cannot guarantee this, especially if you are speaking or taking an active role.

11th November 2020

Dear Councillor,

AGENDA

20/F&GP/01

Apologies for absence



20/F&GP/02

Declaration of Interests

To receive any declarations of interest not included in the register of interest from Members in respect of items of business included on the agenda for this meeting

20/F&GP/03

Minutes of the previous meeting

To approve the minutes of the Finance & General Purposes Committee meeting held on Monday 19th October 2020

20/F&GP/04

Public Question Time

To allow questions or reports from members of the public

20/F&GP/05

Payments, receipts and unpaid invoices

To consider schedule of payments, receipts and unpaid invoices
It is **RECOMMENDED** that Members:

- approve payments & receipts to 31 October 2020
- note outstanding unpaid invoices

20/F&GP/06

Bank reconciliation

To note and approve the bank reconciliation to 31 October 2020
It is **RECOMMENDED** that Members approve the bank reconciliation to 31 October 2020

20/F&GP/07

Petty cash reconciliation

To note and approve the petty cash reconciliation to 31 October 2020
It is **RECOMMENDED** that Members approve the petty cash reconciliation to 31 October 2020

20/F&GP/08

Water Refill Station

To consider and agree EDDC's heads of terms document for the installation and maintenance of the water refill station on West Walk.

It is **RECOMMENDED** that the town clerk is authorised to agree the heads of terms and arrange for the signing of the licence in line with the Council's standing orders.

20/F&GP/09

Play Park Inspections

To receive and play park inspection reports and approve the purchase of replacement picnic benches for the Elizabeth Road Play Park

It is **RECOMMENDED** that Members approve the purchase of replacement picnic benches for Elizabeth Road Play Park



20/F&GP/10

Budget and Precept 2021/2022

To consider the draft budget and precept for 2021/22, make adjustments as appropriate and make a recommendation to Council as to approval of the same.

Confidential Items

The Chairman will move that in accordance with the Council's Standing Order 1(d) press and public will be excluded from the meeting during the discussions of items 11 and 12 on this agenda as there are matters being discussed which may include information that is commercially sensitive.

20/F&GP/11 Tourist Information Services

20/F&GP/12 Town Hall Maintenance