



## Minutes of Finance & General Purposes Committee Meeting

Monday 18<sup>th</sup> January 2021

**Present:**

**Chairman:** Cllr. D Ledger

**Councillors:** K Beer, E Bowman, M Hartnell, J Russell, A Singh & C Wood

**In attendance:** Town Clerk  
One member of the public

### 55. Apologies for absence

Apologies for absence were received from Cllr Haggerty.

### 56. Declarations of Interest

Cllrs Ledger & Hartnell declared personal interests as East Devon District Councillors (EDDC)

### 57. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 14 December 2020.  
(moved Cllr Ledger, seconded Cllr Beer)

### 58. Public Question Time

No questions from members of the public.

### 59. Payments, receipts & unpaid invoices

Members received a report of payments, income and unpaid invoices as at 31 December and **RESOLVED** to:

- ratify the schedule of payments up to 31 December 2020, as already approved under the Council's Scheme of Delegations
- note the receipts up to 31 December 2020
- note the outstanding unpaid invoices as at 31 December 2020  
(moved Cllr Singh, seconded Cllr Beer)

### 60. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 31 December 2020, to be signed by Cllr Ledger when he next met with the Town Clerk  
(moved Cllr Singh, seconded Cllr. Bowman)

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### 61. Petty Cash Reconciliation

Members **RESOLVED** to approve the petty cash reconciliation to 31 December 2020, to be signed by Cllr Ledger when he next met with the Town Clerk.

(moved Cllr Ledger, seconded Cllr Beer)

### 62. Play Park Inspections

Members noted the play park inspections report and the need for a new mechanism on the gate. The Clerk advised that this was on order. Furthermore, HAGS were in the process of carrying out the work to repair the Lily Basket play equipment.

Members noted the report.

### 63. Town Hall Maintenance

The Clerk advised Members that whilst arrangements had been made to assess the repairs required to the museum as a result of water ingress, it was apparent that the water was still incoming. As such, Cllr Ledger and the Town Maintenance Officer had visited the site and felt that a survey of the roof and in fact the entire building would be required so that a maintenance programme and associated budget could be established over the coming years. The Clerk advised that quotations were being sought from surveyors and would be brought to Council when available for consideration.

Members noted the further quotation obtained for the replacement of the town hall doors and the fact that a third could not be obtained and, on the basis that the doors to which the quotations related, were for like-for-like replacements **RESOLVED** to engage Door Care South West Limited to install the replacement doors.

(moved Cllr Singh, seconded Cllr Wood)

Meeting closed at 6.56pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

15.02.2021