



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

Present:

Chairman: Cllr. D Ledger

Councillors: K Beer, E Bowman, D Haggerty, J Russell, C Wood & A Singh

In attendance: Town Clerk

35. Apologies for absence

Apologies for absence were received from Cllr Hartnell.

36. Declarations of Interest

Cllr Ledger declared a personal interest as East Devon District Councillor (EDDC)

37. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 19 October 2020.
(moved Cllr Beer, seconded Cllr Haggerty)

38. Public Question Time

No members of the public were present.

39. Payments, receipts & unpaid invoices

Members received a report of payments, income and unpaid invoices as at 31 October 2020 and **RESOLVED** to:

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

40. Bank Reconciliation

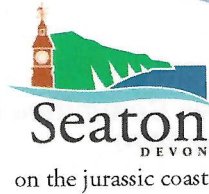
Members **RESOLVED** to approve the bank reconciliation to 31 October 2020, to be signed by Cllr Ledger when he next met with the Town Clerk
(moved Cllr Singh, seconded Cllr Haggerty)

41. Petty Cash Reconciliation

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

(moved Cllr Singh, seconded Cllr Haggerty)

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42. Water Refill Station

Members considered heads of terms document produced by EDDC for the installation and maintenance of the water refill station on West Walk and **RESOLVED** to authorise the town clerk to agree the heads of terms and to arrange for the signing of the licence in line with the Council's standing orders.

(moved Cllr Haggerty, seconded Cllr Beer)

43. Play Park Inspections

Members received the play park inspection reports **RESOLVED** to:

- note the reports
- approve the purchase of three picnic benches for Elizabeth Road Play Park – 2 rectangular and 1 round at a cost of £564 + VAT

(moved Cllr Beer, seconded Cllr Bowman)

44. Budget and Precept 2021/2022

Members considered in detail the revised draft budget for 2021/22 (spreadsheet 13 November 2020 v.3) and agreed various adjustments. The draft spreadsheet would be updated to reflect these adjustments and the clerk advised that the tax base figure for 2021/22 would be available from EDDC in early December 2020. The budget would therefore be brought back to the December meeting of this committee for any final adjustments to be made in order for a recommendation to be made to Council in January 2021

(moved Cllr Haggerty, seconded Cllr Singh)

Confidential Items

45. Tourist Information Services

Members considered the recent email from Devon Wildlife Trust confirming that Seaton Jurassic would be closed from 5 November until further notice due to the latest lockdown measures and **RESOLVED** to pay the agreed fees under the service level agreement in full until the end of the financial year, with a meeting of the TIC Working Group to be organised as soon as practicable to review the service level agreement and provision of tourist information services generally in the town.

(moved Cllr Wood, seconded Cllr Haggerty)

46. Town Hall Maintenance

Members noted the report on the condition of the town hall external doors which were, in the opinion of the service engineer, beyond economic repair and **RESOLVED** to authorise the Town Clerk to arrange for the replacement of the external town hall door at a cost not exceeding £5,200, having first obtained two additional quotations.

(moved Cllr Ledger, seconded Cllr Beer)



Meeting closed at 8.40pm

Chairman:



Date:

14.12.2020



