
**Minutes of Finance & General Purposes Committee Meeting
Monday 19 July 2021**

Present:

Chairman: Cllr. D Wright

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

In attendance: Town Clerk and Cllr Hartnell (non-committee member)

1. Election of Chairman

Cllr Wright was **ELECTED** as Chair of the Finance and General Purposes Committee for the municipal year 2021/22 (moved Cllr Singh, seconded Cllr Beer)

2. Election of Vice Chair

Cllr Singh was **ELECTED** as Vice Chair of the Finance and General Purposes Committee for the municipal year 2021/22 (moved Cllr Beer, seconded Cllr Russell)

3. Apologies for absence

Apologies for absence were received from Cllr. Bowman and Cllr. Wood.

4. Declarations of Interest

Cllrs Ledger and Hartnell declared a personal interest as East Devon District Councillors (EDDC).

5. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 26 April 2021.
(moved Cllr Beer, seconded Cllr Ledger)

6. Public Question Time

No questions from the public.

7. Payments, receipts & unpaid invoices

Members received a report of payments, income and unpaid invoices as at 30 June 2021 and **RESOLVED** to:

- ratify the schedule of payments, as already approved under the Council's Scheme of Delegations
- note the receipts

- note the outstanding unpaid invoices and agree to the write off of the invoice for £17.11 (November 2020) relating to unpaid water recharges due in respect of an allotment as the tenant had since vacated.
(moved Cllr Singh, seconded Cllr Wright)

8. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 30 June 2021.

(moved Cllr Ledger, seconded Cllr Singh)

9. Petty Cash Reconciliation

Members **RESOLVED** to approve the petty cash reconciliation to 30 June 2021.

(moved Cllr Singh, seconded Cllr Ledger)

10. Play Park Inspections

Members **RESOLVED** to note the weekly play inspection reports of the Town Maintenance Officer and raised the question as to whether additional signage was necessary on the lily basket equipment in case it became hot in the current excessively hot weather. The Town Clerk would discuss this with the Town Maintenance Officer and add additional signage if considered necessary.

(moved Cllr Wright, seconded Cllr Beer)

11. Budgetary Review

Members reviewed the Council's budget as at the end of the first quarter of 2021/22 and discussed the existing ear marked reserves along with a request from EDDC seeking the Council's view on the use of CIL/s106 monies and **RESOLVED** to:

- note the explanations for material variances
- approve the following virements:
 - £450 from 120/4485 (insurance) to 120/4135 (photocopies)
 - £1,000 from 225/4912 (Cyclefest) to 120/4190 (IT Support)
 - £6,500 from 225/4912 (Cyclefest) to 170/4405 (Amenities Maintenance)
- approve the following expenditure from earmarked reserves:
 - up to £10,000 from EMR321 to fund pressure washing of the sea wall on the road-side, subject to the Clerk obtaining 3 quotations as required by the Council's Financial Regulations
 - £2,483.93 from EMR331 towards the shortfall, identified by EDDC's Planning Obligation Officer, for cable installation works to Seaton Football Club's new changing rooms, if required
- authorise the Town Clerk to confirm the Council's support for the allocation of s106 receipts held by EDDC towards the shortfall as described above.

(moved Cllr Wright, seconded Cllr Ledger)

Meeting closed at 6.38pm



Marshlands Centre, Harbour Road,
Seaton, Devon EX12 2LT
01297 21388
admin@seaton.gov.uk
www.seaton.gov.uk
Town Mayor: Cllr Dan Ledger
Town Clerk: Julia Mutlow

Chairman: _____

Date: _____