

**Minutes of Finance & General Purposes Committee Meeting
Monday 20 September 2021**

Present:

Chairman: Cllr. D Wright

Councillors: K Beer, E Bowman & J Russell

In attendance: Town Clerk

Public: None

12. Apologies for absence

Apologies for absence were received from Cllrs. Ledger, Singh and Wood.

13. Declarations of Interest

There were no declarations of interest.

14. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 19 July 2021.
(moved Cllr. Beer, seconded Cllr. Russell)

15. Public Question Time

No questions from the public.

16. Payments, receipts & unpaid invoices

Members received a schedule of payments, receipts and outstanding invoices as at 31 August 2021 and **RESOLVED** to:

- ratify the schedule of payments, as already approved under the Council's Scheme of Delegations
- note the receipts (moved Cllr. Bowman, seconded Cllr. Wright)

17. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 31 August 2021.
(moved Cllr. Wright, seconded Cllr. Russell)

18. Petty Cash Reconciliation

Members **RESOLVED** to approve the petty cash reconciliation to 31 August 2021.
(moved Cllr. Beer, seconded Cllr. Wright)

19. Play Park Inspections

Members asked that the Clerk investigate further and discuss with the Town Maintenance Officer whether imminent work was required to trees at the Underfleet Play Park and to advise EDDC accordingly. Members **RESOLVED** to note the weekly play inspection reports of the Town Maintenance Officer.
(moved Cllr. Wright, seconded Cllr. Russell)

20. Approval of Direct Debits & Standing Orders 2021/22

Members **RESOLVED** to approve the Council's schedule of direct debits & standing orders for 2021/22. (moved Cllr. Wright, seconded Cllr. Bowman)

21. Planter sponsorship

Members **RESOLVED** to extend the planter sponsorship scheme in 2022 and:

- approved the list of items and proposed sponsorship fees included in Appendix 1 to the report and authorised the Clerk to add any such additions as she considered appropriate and that budget permitted, should interest be forthcoming from businesses in other parts of the town;
- authorise officers to offer the planter and hanging basket sponsorship scheme in 2022 with effect from 1st April, the application form to clearly state that the sponsorship period is for a 3-month period between 1st June and 31st October
- approve the use of South West Signs as supplier for all signage associated with the scheme, as they retained the necessary templates

(moved Cllr. Wright, seconded Cllr. Russell)

Confidential Items

The Chairman moved that in accordance with the Council's Standing Order 3(d) press and public be excluded from the meeting during the discussion of the following items due to their commercially sensitive information.

22. Seawall Cleaning

Members discussed the quotations received and **RESOLVED** to:

- recommend to Council the approval of appointment of supplier 1 on the basis of the quotation supplied, subject to final approval method statement by the EA
- authorise the Clerk to liaise with the EA and chosen supplier to arrange the progression of these works

(moved Cllr. Wright, seconded Cllr. Russell)

Meeting closed at 6.48pm

Chairman: _____

Date: 18 October 2021