

**Minutes of
Finance & General Purposes Committee Meeting
Monday, 8 September 2025**

Present:

Chairman: Cllr. A. Singh (elected as Chair to commence the meeting and oversee election of new Chair) (moved Cllr. Hartnell, seconded Cllr. Bowman)

Councillors: E. Bowman, P. Burrows, M. Hartnell & K. Pike

In attendance: Town Clerk

Public: None

1. Election of Chair for the municipal year 2025-26

Cllr. Marcus Hartnell was duly **ELECTED** Chair of the committee for the municipal year 2025/2026. (proposed Cllr. Singh; seconded Cllr. Pike)

2. Election of Deputy Chair for the municipal year 2025-26

Cllr. Jack Rowland was duly **ELECTED** Deputy Chair of the committee for the municipal year 2025/2026. (proposed Cllr. Hartnell; seconded Cllr. Burrows)

3. Apologies for absence

Apologies for absence were noted from Cllrs. N. Dyke J. Rowland & C. Wood and the reasons accepted.

4. Declarations of Interest

Cllr. Hartnell declared an interest as an East Devon District Councillor and also that his son was a volunteer and was contracted on a self-employed basis by the Gateway Theatre Company. Cllr Bowman declared an interest as a volunteer at the Gateway Theatre Company. Cllr Singh declared an interest as the Chair of Seaton Martial Arts Centre.

5. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 20 January 2025.
(moved Cllr. Singh, seconded Cllr. Burrows)

6. Public Question Time

No members of the public were in attendance.

7. Payments, receipts and unpaid invoices

In line with the Council's Financial Regulations, Members reviewed and **RESOLVED** to ratify the receipts and payments made as of 30 June 2025 and to note unpaid invoices.
(moved Cllr. Singh, seconded Cllr. Burrows)

8. Reconciliations

Members **RESOLVED** to note and approve the following reconciliations as of 30 June 2025:

- Treasurers Account – Lloyds
- Public Sector Deposit Fund – CCLA
- Petty cash

(moved Cllr. Singh, seconded Cllr. Bowman)

9. Budgetary Report – Q1 2025-26

Member reviewed the Council's budgetary position and earmarked reserves as at 30 June 2025 and **RESOLVED** to:

- note the actual financial position, as against budget, as of 30 June 2025
- note the earmarked reserves

(moved Cllr. Singh, seconded Cllr. Pike)

Confidential Items

The Chairman moved that in accordance with the Council's Standing Order 1(d) press and public would be excluded from the meeting during the discussion of the following item on this agenda as the matters being discussed included commercially sensitive information.

10. Community Consultation

Members **RESOLVED** to authorise the Town Clerk to:

- engage Breakthrough Communications to deliver the required community consultation project as outlined, on the terms and fees stated, in the report
- make the following adjustments to budgets:
 - to decrease budget 120/4485 (insurance) by £4,500 and increase budget 280/4879 (community engagement) by £4,500

(moved Cllr. Hartnell, seconded Cllr. Burrows)

Meeting closed at 6.32pm

Chairman: 

Date: 20 October 2025