

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 17TH JUNE 2019 AT 7.00PM

Present:

Cllr A Allen	Cllr D Fletcher
Cllr R Bradshaw	Cllr G J Gribble**/*
Cllr S Brooke	Cllr O Mills
Cllr D K Elphick	

In attendance:

Cllr A J Kerswell*
Cllr S Light
Mrs L Warren – Assistant to the Town Clerk
One member of the press

**County Cllr
*District Cllr

Cllr Gribble, the Town Mayor, opened the meeting.

Interests declared: None

FR&GP.19/37 Election of Chairman of the Finance, Resources & General Purposes Committee for 2019/20:

Cllr Allen nominated Cllr Fletcher as Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Elphick. Cllr Fletcher accepted nomination.

Resolved:

As there were no other nominations, Cllr Fletcher was duly elected to serve as Chairman of the Finance, Resources and General Purposes Committee for 2019/20.

The remainder of the meeting was chaired by Cllr Fletcher.

FR&GP.19/38 Election of Vice-Chairman of the Finance, Resources & General Purposes Committee for 2019/20:

Cllr Brooke nominated Cllr Bradshaw as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Mills. Cllr Bradshaw accepted nomination.

Cllr Allen nominated Cllr Elphick as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20. The nomination was seconded by Cllr Gribble. Cllr Elphick accepted nomination.

A vote took place and Cllr Bradshaw was elected to serve as Vice-Chairman of the Finance, Resources and General Purposes Committee for 2019/20.

FR&GP.19/39 Apologies for absence:

Mr M Wells (Town Clerk) - Leave

****Public Participation:** None

FR&GP.19/40 Minutes:

The minutes of the meeting of 15th April 2019 (**copy previously circulated*) were confirmed as a correct record and were approved.

Cllr Kerswell left the meeting at 7.05pm.

FR&GP.19/41 Accounts & Financial Statement:

Members received:

i) payment and receipt transactions between 1st April 2019 and 31st May 2019 (**copy previously circulated*).

ii) bank reconciliation between 1st April 2019 and 31st May 2019 (**copy previously circulated*).

iii) noted the bank balances as below:

General Account: £ 31,872.68 (Statement dated 24.5.19)

Business Bank Instant A/C: £150,382.69 (Statement dated 31.5.19)

Business Bank Instant A/C: £390,498.54 (Statement dated 31.5.19)

Business Bank Instant A/C: £ 22,537.69 (Statement dated 31.5.19)

Following clarification regarding three payments, items i) & ii), as set out above, were approved.

Cllr Fletcher advised that members of the Committee will undertake a monthly spot check of financial transactions. She confirmed that she will carry out the first check.

Cllr Light left the meeting at 7.08pm.

FR&GP.19/42 Internal Audit Report – year End 31st March 2019:

Members considered the recommendations and subsequent actions required from the audit report (**copy previously circulated*). Cllr Fletcher noted that the Town Clerk had actioned the relevant items. The report was noted.

FR&GP.19/43 Direct Debits and Standing Orders:

Members received and approved the list of Direct Debit payments (**copy previously circulated*).

FR&GP.19/44 Information Commissioner’s Office (ICO) – Registration of Councillors:

Members received and noted a factsheet from the ICO (**copy previously circulated*) and supporting NALC Legal Briefing (**copy previously circulated*) exempting Councillors from paying a data protection fee. It was recommended that the document should be shared with other Councillors.

FR&GP.19/45 File Sharing & Storage:

Members considered the suitability of a trial system for a secure online filing system. A discussion took place and it was agreed to request the Town Clerk to investigate available systems and costs and report back to the Committee.

FR&GP.19/46 New Funding Initiatives:

Members received and noted information on three new funding initiatives released by Devon County Council (DCC) (**copy previously circulated*). A discussion took place

and various suggested projects were highlighted. It was agreed that the information should be publicised within the community.

FR&GP.19/47 Planning Committee Budget Request:

Members considered a request from the Planning Committee for approval of unbudgeted expenditure as follows:

- i) Automated 7 day Traffic Count (8 locations) - £1,200.00
- ii) Car Parking Audit - £ 765.00

A discussion took place and it was noted that subject to a budget variation request, funding could be available from the Neighbourhood Development Plan Steering Group (NDPSG) locality grant.

Resolved:

To meet the expenditure, as set out above, if the grant funding application is unsuccessful.

FR&GP.19/48 Matters brought forward by Councillors: (*for information only*).

Cllr Allen referred to the awards that the Town Council makes annually and suggested that further award categories could be established. He requested that an item be placed on a future Full Council meeting agenda for further discussion.

The meeting closed at 7.34pm.