



# FINANCE & GENERAL PURPOSES COMMITTEE

18 October 2018

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a Meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** at which your attendance is summoned, will be held at the **The Manor House, Old Town Street, Dawlish, EX7 9AP** on **THURSDAY 25 October 2018** at **7PM** to transact the business specified in the Agenda as set out.

Yola Mitchell  
Finance Officer

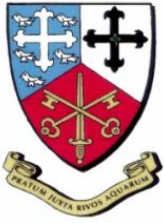
Distribution: The Mayor and Members of FINANCE & GENERAL PURPOSES as follows:

Councillors Clemens (Chairman), Lowther (Vice Chairman), A Fenne, G Fenne, Goodman-Bradbury, Nickless, Taylor, Wrigley  
The Mayor, Cllr Mayne (ex officio), The Deputy Mayor, Cllr Foden (ex officio)



*For information - to be taken as read:*

- 1** ***Declarations of Interest** – Members are reminded that they should declare any interest in the items to be considered and are also advised that the timescale to alter their stated interests with the District Council’s Monitoring Officer is 28 days.*
- 2** ***Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting.*
- 3** ***The Freedom of Information Act 2000** deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.*
- 4** ***The Data Protection Act 2018** precludes this Authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available but individuals are protected.*
- 5** ***Mobile telephones** Councillors and members of the public are requested to ensure that mobile phones are switched to ‘silent’ during the meeting to avoid disruption.*
- 6** ***Recording** this meeting may be filmed or audio taped.*
- 7** ***Public Participation:** Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman. Members of the public will also be given an opportunity to discuss Town Council activities not on the current agenda after the close of the meeting. The comments of members of the public and electors of the parish who speak before the start of the meeting or following the close of the meeting will not form part of the Minutes of the meeting.*



## **AG E N D A**

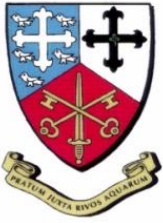
### **PART I**

#### **(Open to the Public)**

1. **Apologies for absence**
2. **Agreement of the Agenda between Parts I and II**
3. **Declarations of Interest** – to declare any disclosable interests relating to the forthcoming items of business (if any).
4. **Dispensations** – to receive and consider requests for dispensation (if any).
5. **Minutes** - to approve and sign the minutes of the Finance & General Purposes Committee held on date 27 September 2018.
6. **To consider grant applications received**
  - a) Larger Grants
    - 1) Assist Teignbridge – a grant of £5000 to spend on recruitment, training and supervision of volunteers to support the delivery of services from the Volunteer Centre.
7. **Communities Together Fund (CTF) – (Formally the Elector Fund)**

To consider how the Communities Together Fund should be spent (information attached)
8. **Defibrillator Donation**

To give authorisation to the Town Clerk to donate a surplus defibrillator to an appropriate local organisation - subject to investigating the relevant checks and guidelines
9. **Budget Sub Committee**
  - a) To appoint members of the Finance & General Purposes Committee to the Budget Sub Committee
  - b) To agree meeting dates
10. **Invoices for Payment, Direct Debits, and Income** - to receive, consider and approve the following reports Invoices paid to date, Direct Debits and Income (report attached)
11. **Bank Reconciliation** – to approve the bank reconciliation at 30 September 2018 (report attached)



12. **Financial Report** – to received and approve 30 September 2018 budget comparison (report attached)
13. **Items from Civic Amenities Committee**  
To consider the recommendation that a budget line of £5000 be allocated in the 2019/20 budget for the horticultural renovation of the grounds surrounding the Manor House itself.
14. **Items from Events Committee**  
To consider a funding request for the production of the town centre events guide for 2019 (report attached)
15. **Items from Manor House and Riverside Sub Committee**
16. **Late Items – If any**  
*Items are brought to the attention of committee members by the Chairman as a matter of urgency. Members are reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future.*
17. **Press Release**  
To consider whether this committee wishes to issue a press release in respect of business conducted at this meeting.

## **Part II (Private)**

**Items which may be taken in the absence of the Public and Press on grounds that Exempt Information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960.**

18. **Salaries and Expenses, September 2018**  
To receive and approve the monthly list of individual salary and expenses payments to staff (*Global figures are included in the invoices for payment*).  
(Report to follow)