

# FINANCE & GENERAL PURPOSES COMMITTEE

21 June 2019

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, 27 June 2019** 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 Committee as follows:

Councillors Wrigley (Chairman), J Petherick (Vice Chairman), Goodman-Bradbury, James, M Lowther, T Lowther, L Petherick and Tamlyn

The Mayor, Cllr Foden (ex officio), The Deputy Mayor, Cllr Mawhood (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.*

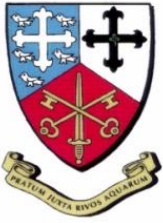


## **AG E N D A**

### **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 24 May 2019.
6. **To consider grant applications received**
  - a) Smaller Grants
    1. St Mary's Hall Dawlish Warren – Grant request of £250 towards the cost of repairs and redecoration of the outside of the hall.
    2. The Dawlish and Teignmouth Area Talking Newspaper – Grant request of £200 towards more memory stick players for visually impaired listeners.
  - b) Large Grants
    1. Dawlish Warren Tourism – Grant request of £1900 towards the cost of the events company and required security to ensure the smooth running of the annual firework display.
7. **Grant Application Form Format and Criteria** – Initial review of current grant application forms (attached) with the view to discuss and agree updates at the next F&GP meeting.
8. **PRS/PPL Licences** – to consider and approve cost increase (Report to follow).
9. **Update on Internet Banking** – to note position of internet banking, new signatories and move to online payments.
10. **Members Allowances 2019/20** – to consider adopting a scheme of member allowances.
11. **Baseline Financial Position** – to receive a summary of the council's financial position as at 1<sup>st</sup> April 2019.



12. **Invoices for Payment, Direct Debits, and Income** - to receive, consider and approve the following reports Invoices paid to date, Direct Debits and Income. (Report to follow).
13. **Bank Reconciliation** – to approve the bank reconciliation at 30 April 2019 and 31 May 2019. (Report to follow).
14. **Financial Report** – to received and approve 30 April and 31 May 2019 budget comparison. (Report to follow).
15. **Items from Civic Amenities Committee**  
  
Nil.
16. **Items from Events Committee**  
  
Nil.
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, June 2019**  
To receive and note the monthly list of individual salary and expenses payments to staff (*Global figures are included in the invoices for payment*). (Report to follow).