



DAWLISH TOWN COUNCIL

Minutes of a Meeting of the Finance & General Purposes Committee Held at The Manor House, Dawlish on Thursday, 15 August 2019 at 7.00pm

Present:

Councillors Wrigley (Chairman), Foden (ex-officio), Goodman-Bradbury and James.

Officer in attendance

Yola Mitchell – Finance Officer

Members of the public

There were none.

Public Participation

None.

The following minutes will be considered for approval at the next meeting of the Finance & General Purposes Committee and may be subject to change until that time.

50 APOLOGIES FOR ABSENCE

Apologies were received from Councillors J Petherick (Vice Chairman), M Lowther, T Lowther, Mawhood (ex-officio), L Petherick and Tamlyn.

51 AGREEMENT OF THE AGENDA BETWEEN PARTS I AND II

Parts I and II were agreed.

52 DECLARATIONS OF INTEREST

There were none

53 DISPENSATIONS

There were none.

54 MINUTES

Members present and voting received the Minutes of the Finance & General Purposes Committee meeting held on 25 July 2019.

RESOLVED that the minutes of the meeting held on 25 July 2019 be signed by the Committee Chairman as a true and accurate record of the meeting.

55 BANK RECONCILIATION (30 APRIL, 31 MAY and 30 JUNE 2019)

Members noted that the April and May combined reconciliation reports still required further investigation by the Finance Officer as opening and closing figures appeared inconsistent in comparison to previous reports, despite showing as reconciled. The Finance Officer explained that this may be a result of April, May and June being processed together due to delays caused by the bookings and accounting systems being linked at the start of the year.

RESOLVED unanimously to defer the April and May reconciliation to the next meeting pending further investigation and explanation by the Finance Officer in conjunction with the system provider. The June reconciliation was agreed and approved.

56 FINANCIAL REPORT (APRIL – JUNE 2019)

Members reviewed the first quarter financial report and commented on the improved, simplified coding structure implemented with this year's budget. Moving forward the Chairman suggested that more detail in terms of forecasting should be incorporated and requested that the Finance Officer provide an accompanying report to future meetings to explain any anomalies or unexpected income and spend.

RESOLVED unanimously to accept the first quarter financial report.

57 MANOR HOUSE UTILITIES

Members considered a number of best value quotes provided for both gas and electricity.

RESOLVED unanimously to accept the cheapest green energy quotes for both electricity and gas on three year, direct debit contracts.

58 MANOR HOUSE SERVER UPGRADE (LATE ITEM)

Members reviewed a revised quotation and associated emails provided by the Town Clerk in reference to upgrading the Manor House Server.

RESOLVED to accept the quotation subject to the Chairman going through the technical specifications with the Town Clerk. Members commented that although supporting information was lacking, they did not wish to delay a time critical upgrade by deferring the item.

The meeting was closed by the Chairman at 8.23 p.m.

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Councillor Martin Wrigley, Chairman.