



DAWLISH TOWN COUNCIL

Minutes of a Meeting of the Finance & General Purposes Committee Held at The Manor House, Dawlish on Thursday, 28 November 2019 at 7.00pm

Present:

Councillors J Petherick (Vice Chairman), Foden (ex officio), Goodman-Bradbury, James, M Lowther, T Lowther, L Petherick and Tamlyn.

Officers in attendance

Yola Mitchell – Finance Officer
Andrew McKenzie – Town Clerk

Members of the public

There were two members of the public present and one member of the press.

Public Participation

Representatives for Dawlish Community Transport and the Larger Part II Grant both spoke in support of their applications during suspension of standing orders.

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.

87 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Wrigley and Mawhood.

88 AGREEMENT OF THE AGENDA BETWEEN PARTS I AND II

RESOLVED agreement between Part I and Part II was approved.

89 DECLARATIONS OF INTEREST

There were two declarations of interest.

- Councillor J Petherick declared an interest in the grant application for Assist Teignbridge as a Trustee so did not take part in the vote.

- Councillor M Lowther declared an interest in the grant application for Dawlish Community Transport as a Trustee and left the room during the item and the vote.

90 DISPENSATIONS

There were none.

91 MINUTES

Members present and voting received the Minutes of the Finance & General Purposes Committee meeting held on 24 October 2019.

RESOLVED that the minutes of the meeting held on 24 October 2019 be signed by the Committee Chairman as a true and accurate record of the meeting.

92 GRANT APPLICATIONS

The following Grant Applications were considered by members:

- a) Assist Teignbridge – Large Grant request of £5000 toward the recruitment and training of volunteers to provide support to people over the age of 65 years, through the services of their community support scheme.

RESOLVED by majority to approve the grant of £5000.

- b) Dawlish Community Transport – Large Grant request of £5000 towards the upkeep of vehicles and provision of a quality community transport service.

RESOLVED by majority to approve the grant of £5000.

- c) Westcliff Primary PTA – Small Grant request of £174 towards providing a book for every child in the school for Christmas.

RESOLVED unanimously to approve the grant of £174.

93 INVOICES FOR PAYMENT, DIRECT DEBITS AND INCOME (OCTOBER 2019)

Members present received and considered the report of invoices paid, direct debits and income received since the last report to the Committee.

RESOLVED unanimously that the report be approved.

94 BANK RECONCILIATION (31 OCTOBER 2019)

Members present received and considered the bank reconciliation as at October 2019.

RESOLVED unanimously that the report be approved.

95 FINANCIAL REPORT

Members present received and considered the quarterly budget comparison report at 30 September 2019.

RESOLVED unanimously that the report be approved.

96 OFFICE PHOTOCOPIER/PRINTER/SCANNER

The Finance Officer advised members of money saving options provided by suppliers.

RESOLVED unanimously to delegate the decision of which of the provided quotes be selected to the Town Clerk.

97 DRAFT FINANCIAL REGULATIONS 2019

Members were asked to note the draft updated Financial Regulations 2019 as provided by the National Association of Local Councils (NALC) which took account of legislative changes and recommend to Full Council for adoption.

RESOLVED unanimously to recommend the document to Full Council for adoption.

98 BANK RECONCILIATION SIGNATORY

The committee were asked to appoint a member to sign off bank reconciliations for the council in accordance with 2.2 of the Financial Regulations.

RESOLVED unanimously by members to appoint Cllr John Petherick as Bank Reconciliation Signatory.

99 BUDGET SUB-COMMITTEE

The committee considered appointing an additional member to the Budget-Sub Committee. Councillor M Lowther was nominated.

RESOLVED unanimously to appoint Councillor M Lowther to the Budget Sub-Committee.

100 ITEMS FROM THE EVENTS COMMITTEE

EVENTS GUIDE 2020

Members considered the recommendation from the Events Committee that a joint Events Guide for 2020 be pursued with Teignmouth Town Council for £1917 as Dawlish's contribution to the costs (15,000 copies).

RESOLVED unanimously to approve spend of up to £2000, subject to Teignmouth Town Council also agreeing to their recommended contribution.

101 PRESS RELEASE

There was a member of the press present.

102 PART II EXCLUSION OF THE PUBLIC AND PRESS - THE PUBLIC BODIES (ADMISSIONS TO MEETINGS ACT) ACT 1960

Pursuant to Section 1(2) of The Public Bodies (admissions to meetings) Act 1960, and having regard to the confidential nature of the business to be transacted it was **RESOLVED** that the press and public be excluded from the meeting for the following items of business:

103 LARGER GRANT

Members considered the Larger Grant application.

RESOLVED by majority that the application be refused.

The meeting was closed by the Chairman at 8.30 p.m.

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Councillor John Petherick, Vice Chairman.