

EXMOUTH TOWN COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL, EXMOUTH ON 27th July 2015 AT 7.00pm

PRESENT: Councillors: D Chapman (Chairman)
C Nicholas (Vice Chairman)
B Cole B Nash
T Dumper R Scott
L Elson P Stott
S Gazzard B Taylor
E Gibbons J Trail
P Graham M Williamson
R Masding

Officers: Lisa Bowman, Town Clerk & Julie Gregory, Minute Taker.

F15/044 APOLOGIES

Cllrs A Greenhalgh & J Humphreys

F15/045 PUBLIC FORUM

None

F15/046 MINUTES OF THE MEETING HELD ON 1st June 2015

The Minutes of the meeting held on 1st June 2015 were approved and signed as a correct record.

F15/047 DECLARATIONS OF PECUNIARY INTEREST AND DISPENSATION

Item	Councillor	Declaration type		Reason
		Pecuniary	Personal	
12.2	P Graham		X	Governor
12.2	L Elson		X	Sister to the Chair of Governors
12.1	B Taylor		X	Beach Rescue
12.1	B Nash		X	Beach Rescue

F14/048 URGENT BUSINESS

There were no items to be considered under urgent business.

F14/049 EXCLUSION OF PRESS AND PUBLIC

None

F15/050 REPORT FROM THE RESPONSIBLE FINANCE OFFICER

The Responsible Financial Officer had previously circulated a Financial Report which included a Year-To-Date Budget Report and Bank Reconciliation for the financial period ending 30th June 2015. Cllr Brenda Taylor checked the printed bank statements against the bank reconciliation and the Charity Statements on behalf of the Committee and confirmed they matched the funds reported. The RFO reported that there were no areas for concern, the only line items above budget have been agreed by members and will be coming out of reserves, specifically the civic events in respect of the Rifles Freedom Parade.

There is still a large balance in the Active Saver as there had not been time to sort out the investment fund which was ratified a few meetings ago, this will be sorted as soon as possible.

F15/051 To receive and consider reports and minutes of Committees, Working Parties, other local bodies and the Town clerk/Town Manager as appropriate

Cllr L Elson asked if there was a start date for the installation of the Solar lighting. The Town Clerk reported that she had been in consultation with DCC who wanted to carry out the work outside of the school holiday period. Clearview who are carrying out the work have had a change of personnel but the Town Clerk will put the new person from Clearview in touch with officers at DCC and hopefully a time frame will be agreed. DCC are satisfied with our risk assessment and management plan.

Cllr Elson thanked Lisa for all her hard work on this particular project.

Cllr Tim Dumper reported that the public right of way between the brook and Lyndhurst Way had been cleared, also the bus journeys that were going to be axed will now not be axed except for the number 7 bus.

Cllr Mark Williamson brought to the attention of the Committee that the Transport Partnership were involved in a highways assessment of Exmouth. One item reviewed had been the traffic lights where Exeter Road meets the Parade; they were not co-ordinated and there was no audible signal. This is a major problem for people with visual impairment and it was suggested that maybe the green man could be turned to be more visible.

Cllr P Stott raised the issue of a pedestrian refuge on Exeter Road, money is available but nothing has been done about. Cllr Williamson asked Cllr Stott to send him an email and he would take it to the Transport Partnership.

Cllr Pat Graham raised the issue of the decision by Devon County Council not to clear Japanese knot weed in Exmouth. The Town Clerk will investigate whether the Environment Agency can help as the removal is a specialised matter.

F15/052 TO APPROVE EXPENDITURE FOR THE RE-TARMACING OF GORFIN HALL CAR PARK

3 quotes were received for the re-tar-macing of Gorfin Hall car park:-

1. Skinner Construction	£1,447.50
2. Underhill Building Services	£1,256.25
3. C Sansom Ltd	£1,450.00

Resolved that the contract be awarded to Skinner construction at a cost of £1,447.50

Proposer: Cllr S Gazzard

Seconder: Cllr L Elson

F15/053 TO REVIEW THE COUNCIL'S RISK MANAGEMENT POLICY AND UPDATE THE RECORD OF KEY RISKS.

The RFO presented an updated risk assessment report to Councillors. There were no significant concerns but the RFO highlighted the following:

- That the nature and frequency of contractors reporting could be improved
- Grant payments and purchase of wreaths should be identified separately as section 137 expenditure; this was not done at present but figures could easily be extracted from the accounting system.
- Staff appraisals have lapsed due to staff shortage & need to be done as soon as possible.
- That the Town Council's Financial Regulations need updating to take account of recent changes to legislation

Cllr Elson suggested that the accounts sub-committee working party could look at the Financial Regulations and then report back to this committee. The Town Clerk will confirm who is on the working party and convene a meeting.

F15/054 TO APPROVE AND ADOPT A PENSIONS DISCRETION POLICY FOR THE COUNCIL'S MEMBER OF THE LOCAL GOVERNMENT PENSION SCHEME

NOTED

Proposer: Cllr M Williams

Seconder: Cllr D Chapman

F15/055 APPLICATIONS FOR GRANTS

The committee discussed the three grant applications before them and made the recommendations shown in the table below. Cllr Brenda Taylor left the room during the discussions relating to Exmouth Beach Rescue.

Applicant	Description	Amount Requested	Amount Approved
1. Exmouth Beach Rescue	Contribution National Surf Lifesaving Championships	£	£2,500
2. Exmouth Community College	Contribution towards a memorial garden of remembrance for ex students who lost their lives in World War I	£5,183.00	£1,000

Exmouth Beach Rescue

Proposer: Cllr J Trail

Seconder: Cllr P Stott

Exmouth Community College

Proposer: Cllr P Stott

Seconder: Cllr L Elson

F15/056 DATE OF NEXT MEETING

The date of the next meeting is 7th September 2015

The meeting closed at 7.55pm

SIGNED.....
Chairman

DATED.....