

# EXMOUTH TOWN COUNCIL

## MINUTES OF A MEETING OF EXMOUTH TOWN COUNCIL FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBER AT EXMOUTH TOWN HALL ON THURSDAY 30<sup>TH</sup> AUGUST 2018

**PRESENT:** Councillors: L Elson  
C Nicholas (Chair)  
R Masding  
R Scott  
B Taylor

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

Observer: Cllr Brian Cole

### **F18/015 APOLOGIES**

Cllrs B De Saram, P Garbutt, S Gazzard, B Nash, K Norton, J Trail,  
M Williamson

### **F18/016 MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> MAY 2018**

The Minutes of the meeting held on 17<sup>th</sup> May 2018 were approved and signed as a correct record. Proposed by Cllr R Scott & seconded by Cllr C Nicholas.

### **F18/017 MATTERS ARISING FROM FINANCE COMMITTEE MEETING**

The RFO highlighted that item F18-012 New Homes Bonus Panel will be on the next Full Council agenda.

### **F18/018 DECLARATIONS OF PECUNIARY INTEREST AND DISPENSATION**

There were 3 declarations of pecuniary interest or dispensation made at that part of the meeting.

Item	Councillor	Declaration type		Reason
		Pecuniary	Personal	
	Cllr. B Cole		X	Exmouth & District Pipe Band
	Cllr. R Scott		X	Exmouth & District Pipe Band

### **F18/019 EXCLUSION OF THE PRESS AND PUBLIC**

There were no items to be dealt with that necessitated the exclusion of the press and public.

## **F18/020 REPORT FROM THE RESPONSIBLE FINANCE OFFICER**

The Responsible Financial Officer had previously circulated a Financial Report which included an Income and Expenditure Report, bank balances and a summary of funds which are held on behalf of the Council's charitable trusts.

The RFO reported that a dividend payment of \$56,490 had been received in respect of a rights issue, this had been paid into the WAW Trust fund but will take up to 6 weeks to clear. As there will be a substantial amount in this Trust Fund, the RFO will contact the Town Council Solicitors and ask them to look at the original will, as well as contacting a professional who is experienced in Trust Funds to examine them in detail.

The RFO & Cllr Tim Dumper had met with Stagecoach in respect of transport issues relating to bus services and discussed the Coast Hopper Fund which the Town Council still hold and whether there was scope to use the money for branding on one of the coastal buses or promotion of the Welcome to Exmouth guides. The RFO will follow up with Stagecoach.

Cllr Brenda Taylor asked whether the money still held by the Council could be used towards the new Patrol Boat. The RFO informed the Committee that the Patrol Boat had been funded under the remit of the European Habitat Regulations via premiums received on planning applications within a 10km radius of the Estuary. This boat will only be used in an advisory capacity to offer advice for users and to promote the new Exe Estuary Codes of Conduct. Exeter City Council will also be recruiting a new Harbour Master and introducing a separate patrol boat in keeping with its statutory powers on the Estuary. It was agreed that the RFO will contact the Habitat Regulations Committee to see if it is appropriate to offer the balance of money held by the Town Council to be used to cover fuel costs.

The income/expenditure figures only record six months of precept, so the income figures look low until the 2<sup>nd</sup> tranche is received in September. There are no areas for concern at this stage.

Not all the income has been received for the Festival, so the figures have not been audited and a report will be available at the next Finance meeting.

The RFO reported that there would be a Christmas Lights working party meeting next week and some of the Councillors would be going to visit businesses to discuss sponsorship of a Christmas Tree and that she will report the outcome at the next meeting.

The RFO reported that we had received £42k CIL income this year and a priority list of expenditure is needed as there is a time line on expenditure. The Town Council is the responsible body to make any decision on how CIL income is spent, informed by the Neighbourhood Plan.

**F18/021 TO RECEIVE THE STATEMENT OF INCOME AND EXPENDITURE AGAINST BUDGET AND REVIEW THE RECONCILIATION OF ACCOUNTS AGAINST BANK STATEMENTS**

Cllr L Elson checked the printed bank statements against the bank reconciliation on behalf of the Committee and confirmed they matched the funds reported.

**F18/022 APPLICATIONS FOR GRANTS**

The committee discussed three grant applications before them and made the recommendations as shown in the table.

<b>Applicant</b>	<b>Description</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
1. Life Education Wessex	Provision of health and drug prevention education to Bassetts Farm Primary School	£1,100.00	Refused Proposed by Cllr Lyne Elson, Seconded by Cllr Cherry Nicholas
2. Exmouth and District Pipe Band	Contribution towards start-up costs	£1,500.00	£1,500.00 Proposed by Cllr Robert Masding, Seconded by Cllr Brenda Taylor
3. HALFF Health and Local Food for Families	Contribution towards monthly cooking demonstrations	£2,824.00	£1,500.00 Proposed by Cllr Richard Scott, Seconded by Cllr Robert Masding

**F18/023 TO DISCUSS AND APPROVE A SONSORSHIP REQUEST BY THE JURASSIC COAST TRUST FOR FUNDING TOWARDS A REPRINT OF THE RED COAST REVEALED BOOK (amount requested £500 - £750)**

After discussion, the Committee decided to defer this item pending clarification of further details regarding the book via John Wokersien.

**F18/024 TO RATIFY EXPENDITURE OF approx. £900.01 FOR THE REPAIR, RE-PLATING AND RE-FINISHING OF THE MAYOR'S CHAIN OF OFFICE.**

The RFO reported that a budget of £3,000 had been allocated in the current financial year for Mayoral Regalia.

**RESOLVED THAT £900.01 BE SPENT RE-PLATING & RE-FINISHING OF THE MAYOR CHAIN OF OFFICE**

**Proposed: Cllr B Taylor**

**Seconded: Cllr R Scott**

**F18/025 TO APPROVE A MAXIMUM BUDGET OF £10,000 (to be taken out of reserves) FOR USE BY THE COMMUNITY RESILIENCE WORKING PARTY.**

Exmouth Town Council need to communicate with residents the £10k requested is to be there if needed, if not used it will go back into reserves.

**RESOLVED THAT £10K BE TAKEN FROM RESERVES FOR USE BY THE COMMUNITY RESILIENCE WORKING PARTY.**

**Proposed: Cllr R Scott**

**Seconded: Cllr R Masding**

**F18/026 DATE OF NEXT MEETING**

The date of the next meeting is 15<sup>th</sup> November 2018

**The meeting closed at 6.45pm**

SIGNED.....  
**Chairman**

DATED.....