

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Finance Committee held in the Council Chamber on Monday 12 November 2018, on the rising of the Meeting of the Planning Committee.

Meeting commenced at 7.11pm.

PRESENT

Cllr T D Wright (Town Mayor)
Cllr S V Hall (The Deputy Town Mayor)
Cllr A J Dent
Cllr M C Hilliar
Cllr A L Jones
Cllr C Richards
Cllr Mrs C A Sismore-Hunt

Clerk: Mrs J E Vanstone

Others Present: Cllr A N Gooding, Cllr Mrs M L Kenneally-Stone, Cllr R D Sherriff and one member of the public

18.287 Election of Chairman

Only one nomination had been received, that of Cllr C Richards, proposed by Cllr A L Jones and seconded by Cllr Mrs C A Sismore-Hunt.
The Town Mayor, Cllr T D Wright declared that Cllr C Richards be appointed as Chairman.

18.288 Public Speaking Time

No members of the public wished to speak.

18.289 Apologies for Absence

Apologies were received from Cllr C A Kitson (holiday).

18.290 Minutes

The Minutes of the Meeting of the Finance Committee held on 9 April 2018 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

18.291 Chairman's Report

Cllr C Richards advised that there was nothing material to report other than the current budget which would be covered later in the Meeting.

18.292 Precept 2019/20

- (i) The estimated figures for the period 1 April to 30 September 2018 were received. Cllr Richards went through all the Budget Headings and explained any major variances.
- (ii) The Precept Requirement for financial year 2019/20 was considered. The figures presented indicated a requirement for £114,500.

Resolved: Recommend to the Town Council that the Precept Requirement for the year 2019/20 should be £114,500.

The Town Mayor, Cllr T D Wright thanked Cllr Richards for his continued financial management and clear explanation of the Council's income and expenditure.

18.293 Direct Debit Payments

Cllr C Richards advised that the Council needed to formalise that the following expenditure items could be paid via direct debit:

- East Devon District Council – Car Park Rates
- East Devon District Council – Public Hall Rates
- East Devon District Council – Norman Centre Rates
- Gazprom – Public Hall Gas
- British Gas – Public Hall Electricity
- British Gas – Norman Centre Electricity
- British Gas – Norman Centre Gas
- Biffa – Refuse collection

Resolved: All the items listed above are to be paid via direct debit for the next twelve months

18.294 Internal Controls

The Council's Internal Controls were reviewed. Cllr C Richards explained that before every Town Council meeting, he met with the Clerk and checked all Bank Reconciliations and Payroll instructions. Every quarter he checked the VAT Returns, Petty Cash and Cash Control as well as looking at all Budgetary Controls. It was

Resolved: The current Internal Controls are adequate and do not require amending.

18.295 Any other Business at the Chairman's Discretion

No other business was raised.

There being no further business, the Meeting closed at 7.31pm.

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Chairman

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Date