

BARNSTAPLE TOWN COUNCIL

MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE meeting held on MONDAY, 12TH NOVEMBER 2018 at 7.00pm in The Guildhall, Butchers Row, Barnstaple.

Present: Councillor S Upcott (Chairman)
Councillor Mrs V Monk, Mr B Vernon, Mr A Windsor, Cllr J Phillips, Mr J Carter, Mrs J Wilsher, Mr J Williams, Ms N Haywood, Mr M Kennaugh, Mr G Langford and Mrs L York.

Also in attendance: Mr R Ward Town Clerk.

FG39 APOLOGIES

Apologies, as recorded on the attendance sheet were received from Cllr Mr I Roome (Mayor Ex Officio) and Mrs J Hunt.

FG40 DECLARATIONS AND DISPENSATIONS

Cllr Mrs J Hunt and Mr I Roome as members of North Devon Council, declared a dispensation under SO65 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or dispute between the two authorities.

FG41 MINUTES

RESOLVED: That the minutes of the meeting held on Monday, 17th September 2018 be approved and signed as a correct record.

(11:1abs)

FG42 FINANCIAL REPORTS

- a) RESOLVED: That the Budget Variance Report be received and noted. The Town Clerk brought to the committee's attention an additional variance report that illustrates the year end predicted spend. (NC)
- b) RESOLVED: That the Bank Transactions report be received and noted. (NC)
- c) RESOLVED: That the Business Direct Reserve Account and petty cash account for Barum House be received and noted. (NC)
- d) RESOLVED: That the Aged Debtors and Aged Creditors Analysis and Nominal Balances reports be received and noted. (NC)
- e) RESOLVED: That the Direct Debits and Credit Card reports be received and noted. (NC)

FG43 INTERNAL AUDIT

The Clerk presented the Report of the Internal Auditor dated 17 October 2018. The report had not highlighted any significant matters of concern, the next visit by the Internal Auditor is in March 2019 and he will focus on staff contracts of employment.

RESOLVED: That the report of the Internal Auditor be received and approved, and that the fee for the audit be approved for payment. (NC)

FG44 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the following items be taken with the absence of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, as the items contain exempt information as defined by Standing Order 81.

(NC)

FG45 OUTSTANDING DEBTS

Members were asked to consider twelve outstanding debts that have been outstanding for a period of time and have been judged as not going to be paid.

RESOLVED: To accept the request to write off the twelve outstanding debts.

(NC)

FG46 TOWN COUNCIL PROPERTIES RENTAL INCOME

Members were asked to consider the current proposed rents and marketing for the Castle Centre Office Suite and Unit 1, Guildhall Arches, following receiving a marketing report from the estate agent.

RESOLVED: The Town Clerk to instruct the estate agent that they can erect a V-advertising board at the Castle Centre and that a flexible rental scheme can be adopted and promoted for Unit 1, Guildhall Arches

(11:1abs)

Meeting ended at 7.30pm

Chairman.

Signed

Dated