

BARNSTAPLE TOWN COUNCIL

MINUTES of FINANCE & GENERAL PURPOSES COMMITTEE MEETING held on 20TH JULY 2015 at 7.00pm in the GUILDHALL, BUTCHERS ROW BARNSTAPLE.

Present: In the absence of the Chairman, Cllr S Upcott (Vice-Chairman) took the chair.

Councillors: Mrs V Monk, Mrs V Elkins (Mayor ex-officio), F Vernon, A Windsor, Mrs J Hunt, J Carter, Ms N Haywood, I Williams, and G Langford.

FG20 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Mrs S Haywood, I Roome, J Phillips, Mrs J Wilsher and M Kennaugh.

FG21 DECLARATIONS OF INTEREST AND DISPENSATIONS RECEIVED

Cllr Mrs J Hunt, as a member of North Devon District Council, has dispensation under S.O. 66 to discuss and vote on all items on the agenda except where the item is a matter of financial or legal agreement or dispute between the two authorities.

Cllrs Mrs J Hunt and Ms N Haywood declared personal interests in agenda item 4(d) as relatives of an honorary member of the Showmen's Guild.

FG22 MINUTES OF THE MEETING HELD ON 22ND JUNE 2015

RESOLVED: That the minutes of the meeting held on 22nd June 2015 be approved as a correct record and signed by the Chairman.

(NC)

FG23 FINANCIAL STATEMENTS AND BUDGET MONITORING REPORT

The financial statements and budget monitoring reports were circulated prior to the meeting.

a) Budget Variance Report

RESOLVED: That the Budget Variance Report be received and approved.

(NC)

b) Bank Transactions

RESOLVED: That the Bank Transactions report be received and approved

(NC)

- c) Direct Reserve Account and petty cash accounts for Barum House, Heritage Centre and Improvements & Design

RESOLVED: That the Direct Reserve Account and petty cash accounts for Barum House, Heritage Centre and Improvements & Design be received and approved.

(NC)

- d) Aged Debtors and Aged Creditors Analyses, and Nominal Balances

RESOLVED: That the Aged Debtors Analysis report be deferred for consideration at the next meeting.

(NC)

RESOLVED: That the Aged Creditors Analysis and Nominal Balances reports be received and approved.

(NC)

- e) Direct Debit and Credit Card Reports

RESOLVED: That the Direct Debit and Credit Card Reports be received and approved.

(NC)

FG24 CORPORATE GOVERNANCE WORKING PARTY

The notes of the Corporate Governance Working Party meeting of 20th July 2015, as shown at Appendix 1 to these minutes, were reported verbally by the Town Clerk.

RESOLVED: That the notes of the Corporate Governance Working Party meeting of 20th July 2015 and the recommendations therein be received, adopted and approved.

(NC)

FG25 COUNCILLOR ALLOWANCES

The Town Clerk reported that the amount claimed in allowances had exceeded that allocated in the 2015/16 budget. The amount allocated had been based on previous years' claims, and with a newly elected Council this estimate had proved inaccurate.

RESOLVED: That the deficit arising from allowances claims over the budgeted amount be offset from the Mitigation Grant fund, and the future budget requirement be reviewed in drafting the 2016/17 budget.

(NC)

FG26 CORPORATE PLAN – COMMITTEE PRIORITIES

The Town Clerk provided an analysis of member feedback on priorities discussed at the last committee meeting, and further objectives proposed by members since the meeting. The feedback had indicated six priorities. Councillors considered that the website ought to be a further priority, but that this could be a requirement of the Local Government Awards Scheme, which the Council was pursuing anyway.

RESOLVED: That the following be recommended to Full Council as the Committee's objectives, as shown in priority order, for inclusion in the Council's Corporate Plan:

1. Developing a budget/precept strategy to ensure that Council priorities are delivered whilst achieving financial efficiency and best value, and maintaining an appropriate level of reserves.
2. Securing the long term future and siting of Barnstaple Fair.
3. Refurbishment of Guildhall interior and exterior.
4. Achievement of the Local Council Awards Scheme (Quality Gold level).
5. Work with partners to improve skill levels and support higher education levels in local population.
6. Target resources (financial, personnel, buildings, etc.) to achieve maximum impact for the town and residents and minimise the precept to council tax payers.

(NC)

Meeting closed at 7.32pm.

Chairman.

Signed

Dated

Notes of Corporate Governance Working Party held on 20th July 2015 at 6.30pm in the Guildhall, Butchers Row, Barnstaple.

Present: Cllr Mrs V Elkins
Cllr A Windsor

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs I Roome, J Phillips and M Kennaugh.

DECLARATIONS OF INTEREST

No declarations of interest or disclosable pecuniary interests were received.

NOTES OF MEETING HELD ON 22ND JUNE 2015

RESOLVED: That the notes of the meeting held on 22nd June 2015 be approved as a correct record and signed by the Chairman.

(NC)

REVIEW OF INTERNAL CONTROL

Members considered a schedule of policies that were due for review as part of the Working Party remit, and discussed the best process to ensure that this work is achieved during the year.

RECOMMENDED: That the policies due for review are grouped into similar types, and that a maximum of three Working Party meetings are arranged during the daytime to review the policies, subject to councillor availability.

(NC)

Meeting closed at 6.42pm.

Chairman.

Signed.....

Dated.....