

Minutes of the Finance Committee held on Monday 19th November 2018 in the Committee Room Town Hall, Windmill Lane, Northam at 10.00 am

Present: Cllrs Sherborne (Chairman), Davis, Edwards, Hames, Himan and Laws
In attendance: Mrs M J Mills, Town Clerk
Cllr Leather

- 1811/606 Apologies**
Apologies were received from Cllrs Berryman and Brading
- 1811/607 Chairman's announcements**
There were none.
- 1811/608 Declarations of interest**
Members were reminded that all interests must be declared prior to the item being discussed.
- 1811/609 To agree the agenda between Part A and Part B (confidential information)**
It was **resolved** to agree the agenda between Part A and Part B.
Proposed: Cllr Himan, Seconded: Cllr Davis (all in favour)
- 1811/610 To confirm and sign the minutes of the meeting held 22nd October 2018**
It was **resolved** to confirm and sign the minutes of the meeting held 22nd October 2018 as a correct record.
Proposed: Cllr Himan, Seconded: Cllr Hames (majority in favour 1 abstention, not present at the meeting)
- 1811/611 Action Points**
It was **agreed** to note the Action Points.
- 1811/612 Public Participation**
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 15 minutes.
No members of the public were present.
- 1811/613 To consider invoices for payment and financial reports**
It was **resolved** to accept the payments and financial reports.
Proposed: Cllr Sherborne, Seconded: Cllr Davis (all in favour),
- 1811/614 To consider procurement update**
Members were advised that information had been obtained from the Internal Auditor which states that NALC is clearly suggesting that Councils establish one level of £25,000 at which tenders should be obtained and this would be supported by the Internal Auditor as best practice. It was **agreed** to e-mail all Councillors asking if they wish to follow the advice and which of them would support an 8 Member motion. The Town Clerk will supply a list of possible contractors on the next Finance agenda and the procurement policy for confirmation.
Action Point – Town Clerk to e-mail Councillors and item to remain on the agenda.

1811/615 To consider Grant Applications for 2019-20

Members declared interests as follows.

- Cllr Edwards – Applications 15 and 22
- Cllr Laws – Application 28
- Cllr Himan – Application 30
- Cllr Davis – Application 30

It was proposed by Cllr Sherborne and seconded by Cllr Hames that grant application 29 should be considered as it was received at 12.01 (one minute after the deadline) but not applications 28 and 30 (which were hand delivered after 12 noon, (deadline). There were two in favour, three against and one abstention. The motion was not carried.

It was **resolved** that neither 28, 29 or 30 be considered.

Proposed: Cllr Edwards, Seconded: Cllr Davis (three in favour with two against and one abstention)

It was **resolved** to recommend to Full Council that the attached list for Grant payments be accepted and £300 will be rolled over to next year's grant applications. Proposed: Cllr Sherborne, Seconded: Cllr Davis (all in favour)

The Town Clerk was asked to advise any groups with connections to children to put in grant applications to Children in Need.

Action Point – Town Clerk to add item to special Full Council agenda and write to applicants relating to Children's group applications

1811/616 To consider the draft budget for 2019-20

It was **resolved** to recommend to Full Council that the draft budget be accepted after increasing the Town Projects budget to £55,000 to include provision for a contribution to the Jackets Lane crossing of up to £10,000 (reserve for next year) and to increase the Neighbourhood Plan provision for next year to £5,000.

Proposed: Cllr Sherborne, Seconded: Cllr Davis (all in favour)

The Town Clerk was asked to write to Torridge expressing concern about the play equipment at Churchfields and hoping that they will be setting a budget for this work to be done in the near future.

A request was made that an item be placed on the next agenda to raise the Grant application figure to £750 and to consider a donation to the Cadet Group from which the Mayor's Cadet is appointed annually and also a donation of a voucher/book token to the individual cadet.

Action Point – Town Clerk to add budget item to the special meeting, write to TDC and add agenda items to the next agenda.

PART B

There being no further business the meeting closed at 12 noon.

Signed..... Dated

DRAFT