Exmouth Town Council

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EXMOUTH TOWN COUNCIL
This meeting is open to the Public and Press

6 November, 2020

To: All Members of Exmouth Town Council

Dear Councillors,

A Meeting of **Exmouth Town Council's Finance Committee**, to which you are summoned, will be held via ZOOM on **Thursday 12 November 2020 at 6pm** to consider the matters detailed on the Agenda below. Please do not attend the Town Hall.

Members of the press and public are welcome to observe the meeting and should register in advance at:

https://us02web.zoom.us/j/89815867597?pwd=dDYrcDNvdmJyK3RUUWZOcDNMbzhpUT09

By registering as an observer, members of the public will not automatically be permitted to speak; anybody wishing to address Councillors during the public speaking session will need to register separately with the Town Clerk.

Yours faithfully

Lisa Bowman
TOWN CLERK

AGENDA

1. Apologies for absence

The meeting will adjourn for the Public Forum.

Public Forum:

- Public speaking is limited to a maximum of 3 minutes per person and to a total of 15 minutes
- Questions should be submitted one clear working day before the meeting to enable them to be answered more fully and precisely

- The Chairman will usually invite speakers in the order in which requests to speak were lodged. Only if time allows will further speaking from the floor be accepted
- Where several speakers wish to make similar points, the chairman has the right to request one spokesperson
- As the formal meeting stands adjourned for the Forum, questions or statements from the public are not recorded in the meeting minutes but in an appendix attached to those minutes. This will not be a verbatim report of the Forum, but will record the name of the speaker, brief synopsis of the topic or question and outline of any immediate response or copy of a written reply.

The meeting will reconvene.

2. **Finance Committee Meeting Minutes:**
   To confirm and sign as a correct record the minutes of the meeting of the Finance Committee held on 13 August 2020 (attached).

3. **Matters arising from the Finance Committee Meeting Minutes (for information only).**

4. **Declarations of Pecuniary Interest and Dispensations:**
   Members to declare any interests they may have on the agenda and agree any dispensations to stay.

5. **To resolve that the press and public be excluded from the meeting during the consideration of item(s) in Part II of the agenda as it involves the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972.**

6. **Report from the Responsible Financial Officer**

7. **To receive and approve the Statement of Income and Expenditure against budget and the payment lists / reconciliation of accounts against bank statements.**

8. **Grant and Service Level Applications**

   Exmouth Town Council has £10,000 budgeted for community grants for the financial year ending March 31st, 2021. The current balance is £5000.

Applicant	Purpose	Amount Requested
299 Squadron Exmouth Air Training Corps	Contribution towards cost of purchase of a flight simulator	£1500.00
Exe Sailing Club	Contribution towards cost of refurbishment of training room	£2000.00

9. **To discuss / agree to the purchase of a pool of tablets/ devices for use by Councillors for Council business and agree an associated budget to be taken out of reserves.**

   Recommend Samsung Galaxy Tab A7 32 GB Wi-Fi Android @ £219 each – lifespan of approximately 3 years

   Allow £50 per gadget for technical support / set up.

10. **To ratify the use of Town Maintenance reserves to cover the cost of legal expenses associated with the water bottle refill station project.**

    (Fee Estimate Exclusive of VAT and Disbursement = £6400; £51,046 in reserves)

11. **To ratify the use of Professional Fee reserves to cover the cost of professional expenses associated with the awarding of the Grounds Maintenance contract.**

    (Costs to be determined; £7500 in reserves)

12. **To note correspondence from the Council's internal auditor, Thomas Westcott Chartered Accountants, in respect of the findings of a remote interim review of the Council's financial records** (attached).

13. **To receive and discuss the first draft of the Council's revenue budget for 2021/22** (attached).

Date of next meeting: Feb 2021