EXMOUTH TOWN COUNCIL

Finance Committee

Meeting at Exmouth Town Hall at 6pm on Thursday 21st March 2024

Present:

Councillors	A Sadiq (Chairman)	C Nicholas
	O Davey	P Stott
	A Toye	D Poor
	M Hall	M Williamson
	A Woodward	

Officers:

Lisa Bowman, Town Clerk.
Sharise Hay, Finance Officer.

F23/77. Apologies:

Councillors F Caygill and S Gazzard.

F23/78. Finance Committee meeting minutes

It was proposed by Cllr M Williamson, seconded by Cllr O Davey, and unanimously agreed that the minutes from the previous meeting on Thursday 16th November 2023 should be approved.

F23/79. Matters arising from previous minutes.

None.

F23/80. Declarations of pecuniary interests and dispensations

Item	Councillor	Pecuniary	Personal	Reason
F23/84	O Davey	X		Applicant for Exmouth Tiny Forests CIC
F23/84	A Toye		X	Representative for Exmouth Town Council at CAB East Devon

F23/81. 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.

There were no matters which necessitated the exclusion of the press and public.

F23/82. Report from the Responsible Financial Officer

1 – 2023/24 Budgetary Control

The RFO reported that year to date costs have exceeded revenue budget for the following cost centres:

102 - 4062 Elections
4113 Civic Events – King's Coronation/Remembrance Sunday
112 - 4424 Visit Exmouth Expenditure – Visit Exmouth Website cost/Marketing
143 – Festival Costs
201 – 4023 Printing & Photocopying
4051 Computer Equipment – Tablets for Councillors/Computer Equipment
205 – SLA's
206 - 4419 Climate & Ecological Fund – Sea Serpent/Planning Fees/Ecohub
589 Beach Wheelchair Fund
With the exception of the Visit Exmouth Expenditure, which is covered by income received in the prior financial year, all other excesses have been planned to be funded out of reserves
Bank balances were noted as follows:

Community Account	31/01/2024	£ 64,434.44
Business Current	31/01/2024	£ 5,000.00
Active Saver	31/01/2024	£1,671,756.29

A total of £800,000 remains invested in the CCLA Public Sector Deposit Fund.

As of 31st January 2024, a total amount of £2,541,190.73 is therefore held in bank accounts and investments under the name of Exmouth Town Council, broken down as follows:-

General Reserves:	£229,166.00
Earmarked Reserves:	£817,560.70
CIL:	£1,291,286.30
Working Revenue:	£203,177.73

The balances of the charitable trust funds and project funds held on behalf of others were also noted.

F23/83. To receive and approve the Statement of Income and Expenditure against budget and the payment lists / reconciliation of accounts against bank statements.

The RFO presented the statement of income and expenditure to Members, together with the payment lists for the previous three months and it was noted that £22,028.12 was expended in November. £146,908.41 was expended in December 2023, and these payments included November & December payroll, insurance and the Winter Festival., £5,627.72 was expended in January 2024. Councillors Mark Williamson and Andrew Woodward checked the bank statements against the bank reconciliation during the meeting. The discussion regarding a change of bank, due to

the administrative difficulties experienced with high street banks, was concluded with an agreement to present findings on alternatives, at the meeting in May.

F23/84. Grant Applications

Members reviewed and discussed applications from the following organisations:

Applicant	**Description**	***Amount Approved***
OPEN DOOR MEN'S SHED	MEN'S SHED EQUIPMENT	*£1500.00*
EXMOUTH SEA SCOUTS	CONTRIBUTION TOWARDS THE FIT OUT OF A NEW SCOUT HUT	*£5000.00*
ADVENTURE THERAPY	EXMOUTH COASTAL ACTIVITIES	*£1215.00*
EXMOUTH TINY FORESTS CIC	DESIGN/PRINT OF SIGNBOARD	*£1050.00*

Open Door Men's Shed
Proposed: Cllr O Davey **Seconded: Cllr M Williamson**
Exmouth Sea Scouts
Proposed: Cllr O Davey **Seconded: Cllr D Poor**
Adventure Therapy
Proposed: Cllr O Davey **Seconded: Cllr A Woodward**
Exmouth Tiny Forests CIC
Proposed: Cllr M Hall **Seconded: Cllr A Woodward**

F23/85. Service Level Agreements.

Members reviewed and discussed applications from the following organisations:

Applicant	**Description**	***Amount Approved***
CITIZENS ADVICE	CORE ACTIVITIES	*£8000.00*
EXMOUTH & DISTRICT & COMMUNITY TRANSPORT	CORE ACTIVITIES	*£5732.00*
EXMOUTH FOOTBALL CLUB	FLOODLIGHTS	*£3500.00*
EXMOUTH IN BLOOM	CORE ACTIVITIES	*£8500.00*
EXMOUTH TOWN CONCERT BAND	CORE ACTIVITIES	*£1500.00*
NCI EXMOUTH	CORE ACTIVITIES	*£2000.00*
OPEN DOOR	HAVEN AND PARENT HUB	*£7000.00*
EXMOUTH BEACH RESCUE	CORE ACTIVITIES	*£1500.00*
EXMOUTH MUSEUM	CORE ACTIVITIES	*£2000.00*

Citizens Advice East Devon
Proposed: Cllr M Williamson **Seconded: Cllr O Davey**
Exmouth & District Community Transport
Proposed: Cllr A Woodward **Seconded: Cllr D Poor**

Exmouth Football Club
Proposed: Cllr A Woodward **Seconded: Cllr D Poor**
Exmouth In Bloom
Proposed: Cllr D Poor **Seconded: Cllr M Williamson**
Exmouth Town Concert Band
Proposed: Cllr O Davey **Seconded: Cllr M Williamson**
NCI Exmouth
Proposed: Cllr O Davey **Seconded: Cllr A Woodward**
Open Door
Proposed: Cllr M Williamson **Seconded: Cllr A Woodward**
Exmouth Beach Rescue
Proposed: Cllr A Sadiq **Seconded: Cllr O Davey**
Exmouth Museum
Proposed: Cllr A Sadiq **Seconded: Cllr M Hall**

F23/86. To note the intention to amend the terms of reference for this party, to include the financial responsibilities of the Trust Fund Working Party, and to nominate a minimum of three Trustees for the Trust Funds.

The three trustees nominated by the committee were Cllr P Stott, Cllr A Sadiq and Cllr S Gazzard.
Proposed: Cllr M Williamson **Seconded: Cllr O Davey**

F23/87. To approve regular payments which arise as a result of a continuing contract, statutory duty or obligation for the twelve month period ending 31/03/2025.

Proposed: Cllr O Davey **Seconded: A Toye**

F23/88. Date of next meeting: Thursday, 13th June 2024

The meeting concluded at 7.13 pm.

Signed.....

Date..... (Chairman)