EXMOUTH TOWN COUNCIL

Finance Committee

Meeting at Exmouth Town Hall at 6pm on Monday 11th August 2025

Present:

Councillors	A Sadiq (Chair)	M Hall
	O Davey	P Stott
	G Deasy (Ex Officio)	M Williamson
	S Gazzard	A Woodward

Officers:

Lisa Bowman, Town Clerk / Responsible Financial Officer.

F25/13. Election of Chairman:

Councillor Steve Gazzard proposed that Councillor Alex Sadiq be re-elected as Chair of the Committee. Councillor Pauline Stott seconded the proposal and this was agreed by majority when put to a vote.

RESOLVED: That Councillor Alex Sadiq be elected as Chair.

F25/14. Apologies:

Councillors D Poor, C Nicholas, and A Toye.

F25/15. Public Forum

F25/16. Finance Committee meeting minutes

It was proposed by Cllr P Stott, seconded by Cllr M Williamson, and unanimously agreed that the minutes from the previous meeting on Thursday, 15th May 2025 should be approved.

F25/17. Matters arising from previous minutes.

The RFO Updated members on progress with the opening of a new bank account with Unity Trust Bank.

F25/18. Declarations of pecuniary interests and dispensations

N/A

F25/19. 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.

F25/20. Report from the Responsible Financial Officer

2024/25 Budgetary Control
Year to date costs have exceeded revenue budget for the following cost centres:
4061-201 – Professional Fees
4014-204 – NNDR (Rates) This is due to an increase in rates for this financial year.
4128-205 – SLAs – This is due to the agreed amounts expended on SLAs for the 2025-26 financial year.

Bank balances were noted as follows:

Account name	**Statement Date**	**Balances**
Community Account	21/05/2025	£ 134,322.85
Business Current	30/06/2025	£ 5000.00
Active Saver	30/06/2025	£1,645,822.52

£100,000 was invested in CCLA Investment on 25th January 2016.
£343,000 was invested in CCLA Investment on 20th January 2020.
£357,000 was invested in CCLA Investment in Dec 2022.

TOTAL = £800,000

As of 30th June 2025, a total amount of £2,585,145.37 is held in bank accounts and investments under the name of Exmouth Town Council. This amount is broken down as follows:-

General Reserves:	£232,608.00
Earmarked Reserves:	£842,521.65
CIL:	£1,219,489.13
Working Revenue:	£290,526.59

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

In respect of the signatories for the Public Sector and COIF funds held with CCLA, the RFO explained that a minute reference confirming named signatories was needed to proceed with the mandate changes. Councillor Steve Gazzard subsequently proposed, seconded by Councillor Mark Williamson that the named signatories for the Public Sector and COIF funds held by the CCLA are Councillor Steve Gazzard and Councillor Alex Sadiq. All other signatories are to be removed from the accounts, at the earliest opportunity.

F25/21. 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 a total of £58,184.14 was expended in April 2025 (these payments included March payroll charges, cyber insurance renewal, professional fees and entertainment fees for Dinosaur Day); a total of £186,623.28 was expended in May 2025 (these payments included payroll recharges for April & May 2025, SLA 1st payments, ExmFest25 performance fees, grass cutting fees and the purchase of a TukTuk on behalf of the Climate and Ecological team; a total of £45,727.65 was expended in June 2025 (these payments including two lease payments for the road sweeper, planting supplies for the flower towers, professional fees in relation to the Fernbank bus shelter contract, grass cutting fees and the quarterly rent for the Tourist Information Service.)

F25/22. Grant and SLA Applications

Members reviewed and discussed applications from the following organisations:

		Amount awarded
Windrush Caribbean Cricket Festival	**Contributions to cost of event running costs**	***£500.00***
Devon General Society	**Contribution to running costs of Devon General Remembered 2025 event**	***£500.00***

<u>Windrush Caribbean Cricket Festival</u>
Proposed: Cllr S Gazzard Seconded: Cllr M Williamson

<u>Devon General Society</u>
Proposed: Cllr S Gazzard Seconded: Cllr P Stott

F25/23. To approve the following payments which arise on a regular basis as a result of a continuing contract, statutory duty or obligation for the twelve-month period ending 31/03/26:

- Jurassic Fibre
- Microsoft Azure
- Zoom
- Voipfone
- Amazon web services (3CX Server)
- Zen internet
- Exmouth Self Storage
- Drax Energy* (Unmetered energy supplies)
- EDDC (Payroll services)
- Smarty

- PeopleSafe
- EE
- British Gas (Gorfin Hall & TIS)

*Notes a proposed new addition, to ensure prompt payment to these suppliers.

F25/24. Date of next meeting: Thursday, 20th November 2025

The meeting concluded at 6:46 pm.

Signed.....

Date..... (Chairman)