

**Honiton Town
Council Finance
Committee**

**Minutes of a Meeting of the Finance Committee held on 29
October 2018 at 7.00pm at the Beehive, Dowell Street, Honiton**

Members Present

Cllr P Carrigan (Chairman)

Cllr John Taylor

Cllr John Zarczynski

Cllr Mike Jones

Cllr Roy Coombs

Cllr Nicolette Macve

Cllr Duncan Sheridan-Shaw

Cllr Jill McNally

Cllr Caroline Kolek

Cllr Vera Howard

Cllr Terry Darrant

Cllr Henry Brown

In attendance

Mark Tredwin (Town Clerk)

18/132/F To receive apologies for absence

Apologies were received from Cllr Jefferson (Work Commitments)

18/133/F Disclosable pecuniary interests

No pecuniary interests were declared.

18/134/F To note the grant of dispensations made by the town clerk in relation to the business of this meeting

None had been granted.

PART A MATTERS FOR DISCUSSION

7-02 pm - Cllr Taylor arrived and offered his apologies to the committee. He also declared that he had no Disclosable pecuniary interests.

18/135/F - To confirm the accuracy of the minutes of the Finance Committee Meeting held on 30 July 2018.

Copies of the minutes of the meetings had been circulated in advance.

Members **RESOLVED** to confirm the accuracy of the minutes of the Finance Committee meeting held on 30 July 2018.

Proposed by Cllr Sheridan-Shaw and seconded by Cllr Jones and resolved unanimously.

7-04pm - Cllr Brown left the Chamber.

18/136/F Half-Year budget report, 1 April to 30 September 2018

The Town Clerk presented his report and confirmed that the figures commenting on the areas that were within budget and those which were over budget. He explained that as result of the original BT contract there was going to be an overspend at the end of the year. The bills for the telephone and broadband are now consistently within the monthly budgeted amount.

7-07pm - Cllr Brown re-entered the Chamber

It was also confirmed that the latest Nationwide bank statement had been received and that the balance in the account was where it should be.

The committee were made aware of the need to ensure that an additional checking procedure should be introduced into the payments procedure in order to minimize risks to the council's finances.

Members also discussed the town clerks Statement of Internal Control and his concerns raised in the statement.

He was asked to elaborate on where he felt that medium and long term planning had not been adequately carried out to ensure medium and long financial continuity. He responded that he had concerns over the CUB, the web-site development and over the Tourist Information proposals that were being put about by members and that there were other areas in addition to these. The clerk emphasised the need to ensure good planning was carried and that budgets were clearly identified.

Members RESOLVED unanimously to accept the reconciled accounts for September 2018 and to recommend them to Full Council on the 12 November 2018.

Proposed by Cllr McNally and seconded by Cllr Zarczynski.

18/137/F Community Infrastructure Ley (CIL) report

The town clerk explained that a payment of £190.67 had been received from EDDC in respect of the first 6 months of the financial year 2018/19. He went on to explain that had the council had a Neighbourhood plan in place this would have seen the proportion rise from 15% to 25% resulting in an increased payment of £127.10p

Members Noted the report.

18/138/F Budget Planning Report

The report was discussed and the chair informed members present that there would be a further finance meeting in November when the Budget would need to be considered for the Year 2019/20. At that meeting they would be required to discuss how they wished the budget for that year to be allocated.

They were reminded that the council did need to look at ensuring that short/medium and long term financial issues were addressed adequately.

18/139/F Meeting closed at 7-24pm