

**Minutes of the Finance and Policy Committee Meeting of the Town Council on  
Monday 4<sup>th</sup> March 2024 at 6:30pm**

**Present**

**St Michael's Ward**

Cllr J Brown  
Cllr T McCollum  
Cllr C Maunder

**St Paul's Ward**

Cllr S Sexton

**In attendance**

Heloise Marlow, Deputy Town Clerk  
Cllr R Collins (EDDC) via Zoom  
1 member of the public via Zoom

**23/58/FP Election of Deputy Chairman  
Committee RESOLVED unanimously to elect Cllr Wakefield as  
Deputy Chairman for the remainder of 2023/24.**

Proposed by Cllr Sexton and seconded by Cllr Brown

**23/59/FP Apologies for absence**  
Cllr Wakefield

**23/60/FP Declarations of Interests**  
Cllr J Brown declared a Pecuniary interest in matters relating to HCC,  
items 23/64/FP and 23/69/FP.  
Cllr S Sexton declared a Pecuniary interest in matters relating to HCC,  
items 23/64/FP and 23/69/FP.

**23/61/FP Dispensations**  
The Deputy Clerk confirmed that Cllr S Sexton had been granted a  
dispensation in relation to items 23/64/FP and 23/69/FP relating to  
HCC, which allowed Cllr S Sexton to remain in the meeting whilst these  
agenda items were being discussed, to debate the items, but would  
prevent her from voting on matters relating to HCC.

**23/62/FP Public Question Time for items on the agenda**  
None

**23/63/FP Minutes of the Finance & Policy Committee held on 18 December  
2023  
Committee RESOLVED unanimously to approve for accuracy the  
minutes of the Finance & Policy Committee Meeting held on 18  
December 2023 as published and circulated with the agenda.**

Proposed by Cllr McCollum and seconded by Cllr Mauder

**23/64/FP**

**Community Action Plan**

Committee reviewed v11, 2.2.24 List of Ideas generated from the Away Day. Each Committee is asked to translate the Ideas into an Action Plan with Lead Councillor, Lead Officer, timescale, budget, progress, estimated cost, spend to date and six monthly updates.

**Wrt ideas assigned to the Finance and Policy Committee, Councillors RESOLVED unanimously as follows:**

- **12 Gate to Plate – Lead Councillor – Cllr McCollum. Lead Officer – Mrs H Marlow**
- **24 Honiton Pride Festival – Lead Councillor – Cllrs Wakefield/Passmore -Smart. Lead Officer – Mrs H Marlow**
- **43 Cost of Living – Lead Councillor – Cllr S Sexton. Lead Officer – Mr S Hill**
- **44 On Street Parking Charges - Lead Councillor - Cllr McCollum. Lead Officer – Mr S Hill.**

Proposed by Cllr McCollum and seconded by Cllr Mauder

Cllr J Brown left the meeting at 18.45pm

- **45 Underwriting of HCC – Lead Councillor – Cllr Mauder. Lead Officer – Mr S Hill**

Proposed by Cllr McCollum and seconded by Cllr Mauder  
For 2, Against 0, Abstentions 1

Cllr J Brown returned to the meeting at 18.50pm

**23/65/FP**

**AGAR 2023/24**

Committee **NOTED** the item.

**23/66/FP**

**Insurance LTA to June 24 and Competitive Prices**

The Deputy Clerk confirmed that Zurich would be providing a quote and details of a proposed LTA mid May. The Town Clerk had also approached other insurers for quotes. Committee **NOTED** the item.

**23/67/FP**

**Code of Conduct**

**Committee RESOLVED unanimously to recommend the Code of Conduct (based on the LGA model) to Full Council**

Proposed by Cllr Brown and seconded by Cllr Mauger

- 23/68/FP**      **Financial Regulations**  
**Committee RESOLVED unanimously to recommend the Financial Regulations (based on the NALC model) to Full Council.**  
Proposed by Cllr McCollum and seconded by Cllr Mauger

Cllr Brown left the meeting the meeting at 18.53pm

- 23/69/FP**      **Asset Register**  
**Committee RESOLVED to recommend the Asset Register 2024 to Full Council.**  
**Proposed by Cllr McCollum and seconded by Cllr Mauger**  
For 2, Against 0, Abstentions 1.

Cllr Brown returned to the meeting at 18.55pm

- 23/70/FP**      **Standing Orders, Investment Strategy, Publication Scheme, Communications and Media Communications, Safeguarding and Equalities, FoI and Data Protection, Complaints policies, Scheme of Delegation and Statement of Internal Control.**  
**Committee RESOLVED to Recommend the above to Full Council (Annual FC May 2024).**  
**Proposed by Cllr Brown and seconded by Cllr Mauger**

- 23/71/FP**      **To close the meeting.**  
The meeting was closed at 7.00pm.