

FILEY TOWN COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON WEDNESDAY 30 JULY 2014 AT 7.00PM

Present: Cllr S Bosomworth, Cllr J Haxby (Vice Chair), Cllr J Meek, Cllr J Shackleton (Chairman),
Cllr R Walker, Cllr K Wilkie
RFO Mrs G Robinson

The Chairman welcomed everyone to the meeting and thanked them for attending.

NOTICE OF THE MEETING

RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972 **F561/014**

APOLOGIES

All members of the Finance & General Purposes Committee were present at the meeting. It was

RESOLVED: That the above information be noted. **F562/014**

DECLARATIONS OF INTEREST

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct.

Cllr John Haxby declared a personal interest in any future items referring to the Town Council's Independent Financial Advisor due to him being his own personal financial advisor.

No further declarations of interest were declared in items on the agenda at this point but the Chairman informed Members that they could make a declaration of interest at any point during the meeting. It was

RESOLVED: That Cllr J Haxby's personal declaration of interest be noted. **F563/014**

REVIEW OF INVESTMENT BOND

Portfolio Valuation

Members had previously been circulated with a portfolio valuation as at 30 June 2014 for consideration and it was noted that there had been a slight decrease in the overall portfolio valuation since the previous quarter and that the property fund was still suspended. After discussion it was

RESOLVED: That the Investment Bond valuation report as at 30 June 2014 be accepted.

F564/014

Financial Ombudsman Service

Members had previously been circulated with a copy of a letter from the adjudicator of the Financial Ombudsman Service regarding a complaint made by the Town Council against Lighthouse Advisory Services Limited. The adjudicator advised in his letter that after seeking advice from the European Commission in Brussels that a public body could not be considered as an eligible complainant and therefore the Town Council's complaint could not be considered any further. After discussion it was

RESOLVED: That it be noted that the Town Council had pursued the complaint as far as possible with the Financial Ombudsman Service.

F565/014

INTERNAL AUDIT REPORT – FIRST QUARTER 2014/2015

Members had previously been circulated with a copy of the Internal Audit Report for the First Quarter 2014/2015. The Internal Auditor had listed the financial areas which he had given his attention to in the first quarter and commented that the RFO was considering any changes to Financial Regulations following the Town Council's review of its Standing Orders. The Internal Auditor had been given a copy of the new 'Governance and Accountability for Local Councils – A Practitioners Guide' which had been updated in 2014 and had discussed the changes with the RFO and he had no matters of concern to bring to the Town Council. The Internal Auditor advised the Council should it choose to move towards using electronic payments this should only be made after full consideration of the benefits and with all risks being assessed and appropriate controls being implemented. It was noted that it is not obligatory for the council to adopt electronic payments. There were no other matters of concern identified in the Internal Auditor's First Quarter report. It was

RESOLVED: That a recommendation be made to full council that the Internal Audit Report for the First Quarter 2014/2015 be accepted.

F566/014

Continued overleaf

FIRST QUARTER BUDGET REPORT 2014/2015

Members had previously been circulated with a copy of the First Quarter Budget Report for 2014/2015 and this was analysed by Members. The RFO gave an explanation to members in relation to actual income and expenditure which was compared with the planned budget and she stated that this would be closely monitored by herself together with Members as the financial year progressed and at present there were no concerns that the current budget would be overspent. It was

RESOLVED: That a recommendation be made to full council that the First Quarter Budget Report 2014/2015 be accepted. **F567/014**

CEMETERY OVERSPILL LAND

Members were circulated with a copy of the recommendations from the Property Committee which were made at a meeting held on 24 July 2014 and are detailed below:

Minute No 552/014

RESOLVED: That a recommendation be made to the next meeting of the Finance & General Purposes Committee to accept the Borough Council's offer 'in principle' of £1,410 plus VAT as a one off payment for grounds maintenance of the cemetery overspill land at the rear of the Lawns Cemetery with a proviso that a formal agreement is drawn up between both councils to designate that Filey Town Council will be responsible for the land to be used for the setting up and creation of extending the Lawns Cemetery.

Minute No 553/014

RESOLVED: That a recommendation be made to the next meeting of the Finance & General Purposes Committee to make a request to the Borough Council to permit any underspend in the Cemetery Model Agreement budget be placed in a Town Council 'Lawns Cemetery' earmarked reserve for the setting up and creation of extending the cemetery over the next few years.

Minute No 554/014

RESOLVED: That Mr N Edwards, SBC Director of Business Support be invited to a Property Committee meeting to discuss all implications of a formal agreement for the cemetery overspill land between the two councils.

Members discussed the above recommendations in detail and the offer made by the Borough Council as detailed above. Members were concerned that a formal request had been sent to the Borough Council to vary the Model Agreement document to include the Cemetery Overspill Land and were disappointed that no formal response had been received. After much discussion it was

RESOLVED: That no decision be made on Minute No's 552/014 and 553/014 and Mr N Edwards, SBC Director of Business Support be invited to attend a joint meeting of the Property and Finance & General Purposes Committees as soon as possible to further discuss all implications of the Town Council taking over responsibility for the Cemetery Overspill Land for the setting up and creation of extending the Lawns Cemetery. **F568/014**

FINANCIAL TRAINING COURSE

The RFO updated members on a recent financial training course organised by the Yorkshire Local Councils Association which she had attended on 20 June 2014. The RFO stated that the training course had covered aspects of insurance, banking and investment and had been sponsored by the three companies attending i.e. Came & Company, CCLA and the Unity Trust Bank. The RFO thanked members for permitting her to attend and had found the training course very useful particularly if the Town Council wished to undertake electronic banking. It was

RESOLVED: That the above information be noted. **F569/014**

Under Section 17 of the Crime and Disorder Act 1998, members considered that none of the above decisions would impact on crime and disorder.

The meeting closed at 7.55pm

Councillor J Shackleton
Chairman
Finance & General Purposes Committee