



## Finance & General Purposes Committee Meeting Monday 19<sup>th</sup> November 2018

**Councillors: P Burrows, M Hartnell, D Ledger, S Read, J Rowland, H Sanham, D Squire**

**13<sup>th</sup> November 2018**

Dear Councillor,

You are hereby summoned to attend a meeting of the **Finance & General Purposes Committee on Monday 19<sup>th</sup> November 2018 at 7.30pm**, or immediately following the meeting of the Planning Committee, whichever is the earliest, at Marshlands, Harbour Road, Seaton.

*Amy Tregellas*

Town Clerk

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.**

### AGENDA

- |                       |   |
|-----------------------|---|
| <b>18/F&amp;GP/01</b> | <b>Apologies for Absence.</b>   |
| <b>18/F&amp;GP/02</b> | <b>Election of a Vice Chairman</b><br>To elect a Vice Chairman of the Finance and General Purposes Committee until the end of the Municipal Year  |
| <b>18/F&amp;GP/03</b> | <b>Declaration of Interest.</b><br>To receive any declarations of interest not included in the register of interest from Members in respect of items of business included on the agenda for this meeting. |
| <b>18/F&amp;GP/04</b> | <b>Minutes of the previous meeting.</b><br>To approve the minutes of the Finance and General Purposes Meeting held on Monday 8 <sup>th</sup> October 2018.  |
| <b>18/F&amp;GP/05</b> | <b>Public question time.</b><br>To allow questions or reports from members of the public.   |
| <b>18/F&amp;GP/06</b> | <b>Payments, Receipts and Unpaid Invoices</b><br>To approve payments, receipts and unpaid invoices for the 2018/19 financial year   |

- 18/F&GP/07**      **Petty Cash expenditure.**  
To approve the petty cash reconciliation as at 31/10/18
- 18/F&GP/08**      **Budget to date**  
To consider the budget to date for the 2018/19 financial year
- 18/F&GP/09**      **Bank Reconciliation**  
To approve the bank reconciliation as at the 31/10/18
- 18/F&GP/10**      **Budget 2019/20**  
To consider the draft budget for 2019/20
- 18/F&GP/11**      **RBS System**  
To consider the report in respect of updating the RBS Rialtas System
- 18/F&GP/12**      **Credit Checks**  
To consider the report in respect of credit checks
- 18/F&GP/13**      **Update on Actions arising from previous meetings**  
To review the paper setting out progress report on actions arising
- 18/F&GP/14**      **Confidential Items**  
The Chairman will move that in accordance with the Council's Standing Order 1(c) press and public will be excluded from the meeting during the discussions of items 15 to 21 on this agenda as there is likely to be a disclosure of commercially sensitive information
- 18/F&GP/15**      **Radiator Valves**  
To consider quotes for a new radiator & radiator valves
- 18/F&GP/16**      **Marshlands Front Door**  
To consider quotes for a new front door for Marshlands
- 18/F&GP/17**      **PAT Electrical Testing**  
To consider quotes for PAT testing
- 18/F&GP/18**      **Update on Marshlands Office Space**
- 18/F&GP/19**      **Payment from East Devon District Council (EDDC)**  
To discuss the proposals for the £7,500 received from EDDC for the Town Maintenance Officer
- 18/F&GP/20**      **Payment for Town Guide Delivery**
- 18/F&GP/21**      **Review of Window Cleaners Trial**