



To: All Members of the Finance & General Purposes Committee

Finance & General Purposes Committee Meeting Monday 13th November 2017

Councillors: K. Beer, P Burrows, C Chadwick, M. Pigott, S. Read, J. Rowland, H. Sanham, D. Squire

6th November 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the **Finance & General Purposes Committee** on Monday 13th November at 7.30pm or immediately following the Planning Committee Meeting, whichever is sooner, 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

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|-----------------------|---|
| 17/F&GP/01 | Apologies for Absence. |
| 17/F&GP/02 | Declaration of Interest.
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. |
| 17/F&GP/03 | Minutes of the previous meeting.
To approve the minutes of the meeting held on Monday 16 th October 2017. |
| 17/F&GP/04 | Public question time.
To allow questions or reports from members of the public. |

- 17/F&GP/05** **Payments and Receipts and SAGE report**
To approve payments and receipts and SAGE report for the 2017/18 financial year
- 17/F&GP/06** **Petty Cash expenditure.**
To approve the petty cash reconciliation to date
- 17/F&GP/07** **Budget to date**
To consider the budget to date for the 2017/18 financial year
- 17/F&GP/08** **Bank Reconciliation**
To approve the bank reconciliation as at the 31/10/17
- 17/F&GP/09** **5 Year Budget**
To consider the draft budget for the period of 2018/19 to 22/23
- 17/F&GP/10** **Risk Assessment**
To consider the revised risk assessment
- 17/F&GP/11** **External Auditors Report**
To consider the revised External Auditors report from Grant Thornton.
- 17/F&GP/12** **IT provision**
To consider the report of the Town Clerk on the requirements for the IT system
- 17/F&GP/13** **Finance System**
To receive an update in respect of the queries raised with RBS following the last Finance Committee meeting
- 17/F&GP/14** **Update on Actions arising from previous meetings:**
- a) **Benchmarking Exercise re photocopier**
 - b) **Annual fire risk assessment**
 - c) **DALC training for chairman and chairs of committees**
 - d) **Water bill for the Pavilion**
 - e) **Previous maintenance of Labyrinth**
 - f) **Footpaths & Footpath Wardens**
 - g) **Community Enhancement Fund**