



Ottery St Mary Town Council

Minutes of the **FINANCE COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** held in the in the Meeting Room, 8 Broad Street, Ottery St Mary EX11 1BZ on **TUESDAY 22ND AUGUST 2023 at 4.30PM**

PRESENT: Councillor Stewart (**Chair and Deputy Mayor**), Cllrs Grainger (**Mayor**), Bartlett, Lucas and Kerry Kennell, Clerk

F23/08/01

TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Green

F23/08/02

TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND RECEIPT OF REQUESTS FOR NEW DISCLOSABLE PECUNIARY INTERESTS (DPIS) DISPENSATIONS FOR ITEMS ON THE AGENDA

Cllr Stewart	No interests declared.
Cllr Grainger	No interests declared.
Cllr Bartlett	Cllr Bartlett declared a personal interest in Agenda item 5 in relation to the Tar Barrels.
Cllr Lucas	No interests declared.

F23/08/03

IN CONSIDERATION OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 (PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED): TO AGREE ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

There were none.

F23/08/04

TO APPROVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE MEETING OF 21ST JUNE 2023 (minute refs F23/06/01 - F23/06/09)

The Minutes of the Finance Committee Meeting of 21st June 2023 (minute refs F23/06/01 - F23/06/09) were approved and signed as a true record of the meeting by the Chair.

F23/08/05

CONSIDERATION OF COMMUNITY GRANT REQUEST FROM TAR BARRELS COMMITTEE

Amount requested	Recommendation
£10,000	A meeting had taken place previously with the Tar Barrels Committee regarding their grant application. It was noted that the Tar Barrels help with Community events throughout the year which is very much appreciated by the Council and the wider community. It is RECOMMENDED that £10,000 grant is awarded to the Tar Barrel Committee. <i>Cllr Bartlett abstained.</i>

It was AGREED that the Police should be charged for hire of the Station during Tar Barrels .

Chair`s Initials.....

F23/08/06

TO NOTE QUARTER 1 ACCOUNTS FOR 2023/24 AND YEAR TO DATE SPENDING

The Quarter 1 accounts were noted. Year to date spending was reviewed:

Cemetery – spending is down on the Cemetery but everything is up to date. The Clerk and Administrator are currently reviewing how plots are marked to improve the layout of graves. Station Hub – SPACE are in the process of recruiting an additional youth worker but this may impact the September starting date as their first round of recruitment has been unsuccessful. This will be discussed at the Operations Committee meeting.

Regeneration – invoice from Callidus for Phase 1 is due for payment.

MUGA – planning permission has been obtained for the MUGA. A meeting will be held with David Hemstock to discuss next steps and the cost for this project. Discussions took place regarding additional funding that may be required in addition to the S106 funding. Cllr Bartlett will look for some historical information regarding the site. OSM Bowling Club have been very supportive. It was AGREED that the Clerk will write to East Devon to say that their annual budget for 2023/24 included completely replacing the Land of Canaan play park and is there a timescale for when this will be done. It was agreed that there is scope to significantly improve the area. The Committee AGREED that spending was on track for Quarter 1.

F23/08/07

TO CONSIDER USING DCK ACCOUNTING LTD FOR BUDGET SETTING FOR 2024/25

It was **RECOMMENDED** that DCK Accounting Ltd services are used to assist with budget setting for 2024/25 to verify that a robust budget setting process is in place. This will be reviewed for 2025/26.

F23/08/08

TO CARRY OUT A REVIEW OF THE FOLLOWING:

a. RISK MANAGEMENT POLICY

The Risk Management Policy was reviewed. It was noted that the Council has insurance if employees stole from the Council but this does not include Councillors with bank access. The Clerk will ask for confirmation from the Council insurers where there cover available for this? It was noted that this would be picked up in monthly bank reconciliation by the Clerk. It was **RECOMMENDED** that the revised Risk Management Policy is adopted.

b. STATEMENT OF INTERNAL CONTROL

The Statement of Internal Control was reviewed. It was **RECOMMENDED** that Statement of Internal Control is adopted.

F23/08/09

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO FINANCE

Cllr Bartlett raised that two benches have been removed – one from outside of the flats and one by the footbridge at the Land of Canaan. It was thought that these benches were removed by EDDC but the Clerk will check this. This led to a wider discussion regarding the state of street furniture and signs throughout the town. It was AGREED that it would be useful to have an overview of the situation. This will be added to the agenda for the next Environment, Local Development and Commerce meeting.

Cllr Bartlett raised that the path by the steps and the path to tennis courts have not been kept clear. The Clerk will check which areas Idverde should clear and which are covered by EDDC Streetscene.

The Meeting ended at 5.51pm

SIGNATURE OF CHAIR	
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Chair's Initials.....

<i>DATE OF SIGNATURE</i>	

Chair`s Initials.....