

Minutes of the Finance & General Purposes Committee
held 03/06/21 19:30 at Toll Gate Court Old Market Field Ind. Estate Car Park

MEMBERS PRESENT:

Cllr Harvey
Cllr Martin

Cllr Northam

1. To Appoint Committee Chairman – 1st annual meeting.

RESOLVED: Cllr Northam proposed, Cllr Martin seconded and all were in favour appointment Cllr Harvey.

2. Public Session.

None.

3. To Approve Apologies for Absence.

Apology noted from Cllr Dorow (non-committee member).

4. To sign if approved minutes of the committee 20/02/20.

RESOLVED: Cllr Northam proposed, Cllr Martin seconded and all were in favour approval.

5. To consider Code of Conduct Matters:-

5.1. Written councillor dispensation requests arising.

None.

5.2. Declarations of Interests not declared in the Register of Interests.

None.

6. To consider the following Planning Matters.

6.1. Planning applications received following agenda publication.

None.

7. To consider the following Finance & Policy matters:-

7.1. Finance update circulated to councillors' for review.

RESOLVED: Cllr Northam proposed, Cllr Martin seconded and all were in favour noting 24/05/21 Report and Bank Reconciliation including online banking payments raised reviewed with no issues.

7.2. Sanction payment schedule & instruct cheque signatories.

RESOLVED: Cllr Northam proposed, Cllr Martin seconded and all were in favour settlement accounts 7.2.1 through 7.2.11, clerk to setup online payments, Chairman to authorise. **Chairman and clerk to action.**

7.3. To review Internal Audit Report year ending 31/03/21.

Receipt of report noted. **Clerk to agenda for review of recommendations.**

7.4. To note submission of External Audit year ending 31/03/21.

Noted.

8. To consider qtly playgrounds inspection report.

Report undertaken 28/04/21 reviewed and noted. It was agreed to:-

- Obtain a quote for the removal of the swings A frame from the Adventure Playground. **Clerk to action.**
- Contact the supplier of the swings at the Tots Playground in respect of identified rot and surfacing issues. **Clerk to action.**
- Notify Parish Hall Committee issues raised with parish hall property. **Clerk to action.**

Meeting closed 20:00

WITHERIDGE PARISH COUNCIL

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Item	Chq Ref	Payee	Purpose	£
7.2.1.	OB	Hoopers (SW) Ltd	Grounds Maintenance 5748	618.00
7.2.2.	OB	North Devon District Council	Legal Services ***7547	606.00
7.2.3.	OB	S Sandland	Public Toilet Management Contract	300.00
7.2.4.	OB	Alison Marshall	Internal Audit Yr End 31/03/21 027	175.00
7.2.5.	OB	Source for Business	Water & Sewerage Charges 17/2-7/5	84.33
7.2.6.	CC	iNet Telecoms	Monthly Tel. No. Rental ***0667	3.60
7.2.7.	CC	Amazon	Conference speakerphone ***34700	78.44
** Staff Salaries & Expenses **				
7.2.8.		Redacted in accordance with GDPR	Total:-	835.85
7.2.9.				
7.2.10.				

Receipts

Western Power	Wayleave	26.90
North Devon District Council	½ yr Precept	17323.00
HMRC	VAT Refund	1976.87
Tenant(s)	Rent	236.01