

FILEY TOWN COUNCIL

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD 30 SEPTEMBER 2009 AT 7.00PM

Present: Cllr D Murton (in the Chair), Cllr Mrs S Bradney, Cllr P Bradney, Cllr S Cross, Cllr J Haxby, and Cllr C Hodgson, RFO Mrs G Robinson

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 **F631/09**

APOLOGIES

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

RESOLVED: That this information be noted. **F632/09**

DECLARATIONS OF INTEREST

There were no declarations of interest made on items on the agenda, it was

RESOLVED : That it be noted that no declarations of interest were made. **F633/09**

INTERNAL AUDIT REPORT – FIRST QUARTER 2009/2010

The RFO had previously circulated to Members a detailed copy of the Internal Auditors report for the First Quarter 2009/2010. The Internal Audit report was very satisfactory and gave detailed information on all areas covered by the Internal Auditor for the first quarter internal audit and highlighted no areas for concern. The Internal Auditor made the following comments in his report:

- The RFO was proposing to split the schedule of payments approved by members into two schedules to simplify the audit and the RFO confirmed that this new procedure is now in place and its effectiveness would be monitored over the next few months.
- The RFO was considering the implementation of an alternative method of control for postage and the RFO confirmed that a new postage recording control system had been introduced and was working well.
- The Internal Auditor drew information guidelines to the Council's attention regarding the reclamation of VAT if involved in arrangements with other bodies e.g. village halls and recreation facilities and in such instances advice was required to be obtained from H.M.R.C. The RFO confirmed that this was not applicable to the Town Council at the present time but she was aware of the correct guidelines to be followed.

It was

RESOLVED: That a recommendation be made to full council that the Internal Auditors Report for the First Quarter 2009/2010 be accepted. **F634/09**

FIRST QUARTER BUDGET STATEMENT REPORT 2009/2010

Members of the Finance & General Purposes Committee had previously been circulated with a copy of the First Quarter Budget Statement Report for 2009/2010 by the RFO. The RFO gave an explanation to members in relation to actual income and expenditure which was compared with the planned budget and projections. She informed Members that the majority of the Councillor Training Budget had been utilised due to twelve members attending the Power of Well Being Course and at the present date a sum of £1328.24 had been utilised from the Property Building Repair/Maintenance Budget of £2,000 which may result in a proportion of the Contingency Fund being required to support this budget. The RFO stated that the projected figures reflected an additional £10,000 to the original budget which reflected income and expenditure costs for the Filey Decorative Christmas Lighting Scheme which would be externally funded other than the Town Council's agreed contribution of £1,500. The RFO expressed concerns regarding the level of bank interest which could be achieved for the financial year 2010/2011 and was currently investigating interest rates which were much lower than in previous years due to the present financial climate. Members requested that efficiency savings be discussed at the next meeting when initial budget planning for 2010/2011 would commence. After discussion it was

RESOLVED: That a recommendation be made to full council that the First Quarter Budget Statement for 2009/2010 be accepted.

F635/09

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public are excluded in accordance with Standing Order 68 for the following items of business being in relation to the awarding of contracts by the council.

F636/09

THE LAWNS CEMETERY

Members were circulated with three quotations for proposed costs for consideration of a tree removal programme at the Lawns Cemetery. The Property Committee had recommended that 23 dead Poplar Trees be removed from the Cemetery as a matter of urgency after seeking advice from Scarborough Borough Council's Tree and Woodlands Officer (Minute 487/09). The RFO informed Members that the cost of the tree removal programme could be borne from the Model Agreement Cemetery Budget but an application could be submitted to the Parish Council Contingency Fund which if successful would allow for further maintenance work at the Cemetery to be undertaken. After due consideration of the estimates submitted it was

RESOLVED: That Advanced Trees and Grounds be awarded the contract for the tree removal programme at the Lawns Cemetery at a total cost of £2,300 subject to a detailed risk assessment being submitted to the Council's Health & Safety Risk Advisor for consideration prior to the commencement of the works.

F637/09

RESOLVED: That the Clerk submit an application to the Parish Council Contingency Fund for the cost of the tree removal programme at the Lawns Cemetery.

F638/09

The meeting closed at 7.35pm

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

Councillor D G Murton
Chairman
Finance & General Purposes Committee