



# Filey Town Council

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Minutes of the **Finance & General-Purpose Committee** meeting held on **06 October 2021** held in the Council Chamber, 52A Queen Street, Filey.

**Committee Members Present:** Councillors: Robinson, Howgate, Houlden-Banks, Wilkie, and Parkin.

Also, Attendees: - Cllr Cockerill

**Meeting Clerk:** David Liddle

## Minutes

Number	Item
F23/21/22	<b>Apologies</b> None
	<b><u>Procedural items</u></b>
F24/21/22	<b>Declarations of interest</b> None
F25/21/22	<b>Election of Chair and Vice-Chair of the Committee</b> Cllr Robinson proposed and was seconded by Cllr Parkin that Cllr Howgate be Chair of the Committee. This was passed unanimously. <b>RESOLVED:</b> Committee resolved to elect Cllr Howgate as Chair of the Committee. Cllr Houlden-Banks proposed, and Cllr Robinson seconded the Cllr Parkin be Vice-Chair of the Committee. This was passed unanimously. <b>RESOLVED:</b> Committee resolved to elect Cllr Parkin as Vice-Chair of the Committee.
F26/21/22	<b>Minutes of the previous meeting held on 16 August 2021.</b> Cllr Parkin proposed the minutes as true record of the meeting being seconded by Cllr Robinson. This was passed unanimously.  <b>RESOLVED:</b> Committee resolved to approve the minutes as a true and accurate record
	<b><u>Business items</u></b>
F27/21/22	<b>106 Monies</b> Unfortunately, Hugh Smith from SBC was not able to attend. This item will be discussed at the next meeting.
F28/21/22	<b>Bank Reconciliation</b>



	<p>Cllr Robinson proposed, seconded by Cllr Parkin, that the bank reconciliations for June 2021 and July 2021 be accepted. This was carried unanimously.</p> <p><b>RESOLVED:</b> Committee unanimously resolved to accept the Bank Reconciliations.</p>
<b>F29/21/22</b>	<p><b>1st Quarter Internal Audit</b> The Committee reviewed the Audit report. It was proposed by Cllr Houlden-Banks and seconded by Cllr Robinson to accept the report. The Clerk to investigate the possibility of changing to Unity bank. This was passed unanimously.</p> <p><b>Resolution:</b> -The Committee resolved to propose to accept the report.</p>
<b>F30/21/22</b>	<p><b>AGAR report</b> It was proposed by Cllr Robinson and seconded by Cllr Parkin to accept the Report. This was passed unanimously. <b>Resolution:</b> -The Committee resolved to accept the report.</p>
<b>F31/21/22</b>	<p><b>Electricity Supply Review</b> The Committee reviewed the two potential quotes and resolved by majority to go with the quote from Clear Utility/SP.</p>
<b>F32/21/22</b>	<p><b>Bank Accounts</b> The Committee resolved that Cllr parkin be an additional signatory to the General Fund account. The Clerk to continue to work with the other banks to get these into a good position.</p>
<b>F33/21/22</b>	<p><b>Telephones and Photocopiers</b> The Committee received a proposal to review the suppliers of both the Telephone system and the Photocopiers. The Clerk suggested that members of the Committee attend a presentation by the potential supplier the next day to understand the offer fully. Members agreed to attend the session.</p>
<b>F34/21/22</b>	<p><b>Small Grants Policy</b> The Committee resolved to add a rider to the policy to allow Grant Applications to be submitted at any times throughout the year as long as the project was time sensitive. The Committee also are to rigorously adhere to the policy during the application review period.</p>
<b>F35/21/22</b>	<p><b>Gratuity Payments</b> It was proposed by Cllr Parkin and seconded by Cllr Robinson to pay the gratuities as indicated in the agenda. This was passed unanimously. <b>Resolved:</b> - The Committee resolved to pay the gratuities as indicated in the agenda.</p>
	<p><b>Members Business Items</b></p>
	<p><b><u>Next meeting</u></b></p>



<b>F21/21/22</b>	<b>Items for inclusion on the next meeting agenda</b> 106 Monies Investments Telephones and Photocopiers.
<b>F22/21/22</b>	<b>Date and time of the next meeting.</b> The committee will hold it's next meeting on Tuesday 30 <sup>th</sup> November 2021 at 6:30pm

**Meeting started 6:30pm and closed 7:55pm**

Document published on 13 October 2021.

**Signed:** .....

**Print Name:** .....

**Print Position:** .....

**Date:** .....