



# Filey Town Council

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Minutes of the **Finance & General-Purpose Committee** meeting held on **30 November 2021** held in the Council Chamber, 52A Queen Street, Filey.

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

**Meeting Clerk:** David Liddle

## Minutes

Number	Item
<b>F38/21/22</b>	<b>Apologies</b> Cllr Robinson -Ill, Cllr Wilkie- Work commitments The Committee resolved to accept the reasons for apologies
	<b><u>Procedural items</u></b>
<b>F39/21/22</b>	<b>Declarations of interest</b> None
<b>F40/21/22</b>	<b>Minutes of the previous meeting held on 6 October 2021.</b> Cllr Parkin proposed the minutes as true record of the meeting being seconded by Cllr Howgate. 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>
<b>F41/21/22</b>	<b>Bank Reconciliation</b> Cllr Parkin proposed, seconded by Cllr Howgate, that the bank reconciliations for August 2021, September 2021 and October 2021 be accepted. This was carried unanimously.  <b>RESOLVED:</b> Committee unanimously resolved to accept the Bank Reconciliations.
<b>F42/21/22</b>	<b>2nd Quarter Internal Audit</b> The Committee reviewed the Audit report. It was proposed by Cllr Howgate and seconded by Cllr Parkin to accept the report. No further actions were required.



	<b>Resolution:</b> -The Committee resolved to propose to accept the report.
<b>F43/21/22</b>	<b>Electricity Supply Review</b> The Committee accepted that the Clerk had set up a new contract with Corona as the previous quote had been rescinded.
<b>F44/21/22</b>	<b>Bank Accounts</b> The main account details had now been changed as required. Progress had also been made with the closure of the Crimlisk Fisher Account and the modification of the mandate regarding the CCLA account. It was proposed by Cllr Houlden-Banks and seconded by Cllr Cronk that the Council should move its current account to Unity Bank early in the next financial year to provide a more secure internet banking option. Resolved: -The Committee resolved to move its current account to Unity Bank early in the next financial year to provide a more secure internet banking option.
<b>F45/21/22</b>	<b>Telephones and Photocopiers</b> The Committee resolved to move ahead with the change in both Photocopiers and telephones to the offer of Digital Solutions. Proposed by Cllr Parkin and seconded by Cllr Houlden-Banks.
<b>F46/21/22</b>	<b>Committee room cupboards</b> The Committee resolved to install the Cupboards and modify the door as quoted by WE Carpentry. Proposed by Cllr Cronk and seconded by Cllr Houlden-Banks.
<b>F47/21/22</b>	<b>Budget compilation.</b> The Committee resolved to include in the Budget for the next year the proposed salary increases, a new CCTV system, general increase in Electricity and Gas and any other known increases. Also, the budget is to include the minimum £100,000 for the potential costs for devolution of Assets and Services in particular Legal and surveying fees. It was also resolved to commence the digitisation of the Archives as quoted for by Stortec for approx. £9,500 for 75 off boxes of documents.
<b>F48/21/22</b>	<b>Filey Bus</b> The Committee resolved to apply the procedure for due diligence on Olympic coaches with regard to any future grants. The clerk was asked to contact Colin Galway and request the company accounts.
<b>F49/21/22</b>	<b>FFAS payment</b> It was resolved by the Committee that the outstanding payment of £20,000 be made as soon as possible as the scheme was now complete.
	<b>Members Business Items</b>
	<b><u>Next meeting</u></b>



<b>F50/21/22</b>	<b>Items for inclusion on the next meeting agenda</b> Budget Grants
<b>F51/21/22</b>	<b>Date and time of the next meeting.</b> The committee will hold it's next meeting on Monday 10 <sup>th</sup> January 2022 at 6:30pm

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

Document published on 7 December 2021.

**Signed:** .....

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

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

**Date:** .....