



Broadstairs & St Peter's Town Council

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Monday 10 July 2023 at 7pm in The Council Chamber, Pierremont Hall

Present: M Garner (Chairman), J Hobson, C Kemp, C Leys & S Roberts

Town Clerk: Kirsty Holroyd

101. APOLOGIES FOR ABSENCE

Apologies with reason from Cllrs J Bright, K Bright, E Orhan & R Farooki were received and accepted.

Cllr Pressland had given notice of his intention to withdraw from this committee with immediate effect.

102. DECLARATIONS OF INTEREST

None received

103. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on Monday 12 June 2023. It was noted that Cllr Hobson had left the meeting after minute 96.

RESOLVED: that with this amendment the minutes be approved as a true record of the meeting and signed by the chairman.

104. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

None

105. GRANTS

i) Members received and considered a late application form the Tennis Club

RESOLVED: That a grant of £2000 be awarded to the Tennis Club.

ii) Members received the timetable for awarding grants last year and reviewed the application procedure for 2024-25.

RESOLVED:

i) That the Town Clerk provide a summary of what each group has previously received in grant aid and bring to the next meeting.

ii) That there is no need for applications to be assessed by Leisure and Tourism and F&GP now that L&T is a committee.

iii) That a full review into grants and sponsorship will take place at the next meeting.

106. BUDGETS AND ACCOUNTS

i) Members received and discussed a summary of the Council's income and expenditure for Qu1 2023-24

RESOLVED: Members agreed to note.

- ii) Members received a report on the Council's PWLB repayments
RESOLVED: Members agreed to note
- iii) Members received a report on income forecast as requested at the last meeting
RESOLVED: Members agreed to note
- iv) Members received the Transparency Report for Qu1 2023-24
RESOLVED: Members agreed to note

107. PREFERRED CONTRACTOR POLICY

i) Members received a draft policy designed to maximise efficiencies within the Town Council. Members discussed how someone accepted on to the list could then be removed if their work proved to be unsatisfactory. The Clerk explained all the proposed preferred contractors had already produced work of a high standard for the Council. Their PLI, RAMS and any other safety documentation was kept on file. However the list would regularly be reviewed and anyone falling short of expected standards would be recommended for removal.

RESOLVED: Members agreed to note.

ii) Members considered adopting the policy and making the necessary amendments to the financial regulations.

RESOLVED: To recommend to Council that the policy and the list be adopted.

108. INTERNAL AUDITOR'S REPORT

Members received the report and considered accepting and implementing the two suggestions made.

RECOMMENDATION:

i) That the Council open a deposit account with Unity Trust in order to benefit from a higher interest rate. Deposit amount to be agreed by Council.

ii) That all councillors be asked to informally monitor the Council's website, test link and check content.

109. RISK MANAGEMENT

Members received and discussed the updated document.

RECOMMENDATION:

i) That the document be approved by Council.

ii) That Cllr Leys be appointed council auditor to periodically check regular payments.

110. DATE OF NEXT MEETING: Monday 11 September 2023 at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 7.39 pm

Signed _____

Date _____

