



14 February 2018

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 S.1 extended by the Local Government Act 1972 s.100, unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given to the Town Clerk.

Members of the public are invited to ask a question or make an observation to the Chairman. Notice should be given to the Clerk at least six working days prior to the meeting if there is a particular issue. Twenty minutes has been set aside for questions at the start of the meeting. Residents are welcome to say and observe the rest of the meeting.

## **To Members of Kingsteignton Town Council Finance Committee**

You are hereby summoned under the Local Government Act 1972 Sch 12s.10 to attend the **Finance Committee** of Kingsteignton Town Council at the Community Hall on **Wednesday 21 February, 2018** at for the purpose of transacting the following business.

Members of the public are invited to attend this meeting and may ask a question before the meeting with the Chairman's approval.

*C J Lakin*

Town Clerk

### **Finance Committee:**

**Chairman of the Committee: Councillor D Rollason**

**Deputy Chair: Councillor G Wickham**

**Councillors: Dempster, Jones, Meathrel, Stevenson, Thorne**

**Ex Officio: Councillors Peart and Austen**

## **A G E N D A**

- F12/18** To receive apologies for absence and consider if the reason for the absence should be formally approved by the council.
- F13/18** To receive any declarations of interest - *a) in accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on this Agenda; b) Clerk to report any written requests for dispensation in respect of items on this Agenda*
- F14/18** To receive minutes of meeting held on Wednesday 17 January, 2018
- F15/18** To receive Bills Paid and for Payment for January, 2018
- F16/18** To discuss Account with Lloyds Bank in line with charges that are being introduced
- F17/18** To discuss and approve Call Out for payment for Mr Turner/r Hedges when alarm has gone off
- F18/18** Additional Printer for Clerk's office – for information
- F19/18** Mechanical Code Locks fitted to office doors – for information
- F20/18** Correspondence:
- The position of Deputy Clerk has been advertised in the Mid Devon Advertiser and will appear in 6 newspapers, on line and on the MDA Facebook page. The position has also been placed on the Devon Association of Local Council site and on the Town Council website and noticeboards

**Next meeting: Wednesday 21 March 2018**

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**F16/18 To discuss Account with Lloyds Bank in line with charges that are being introduced**

When the Account was opened with Lloyds Bank it came with a free banking period which has now expired. Charges on this account are:

- Monthly account fee: £6.50
- Cash payments (in or out) – The first £1500 per month £1 per £100; anything over £1500 per month £0.80 per £100
- Cheques in or out and credit in - £0.65

As the Council are looking at adding a large amount to this account, the meeting is asked to consider the above charges and whether they wish to proceed with this.

**F17/18 To discuss and approve Call Out for payment for Mr Turner/r Hedges when alarm has gone off**

Mr Turner was called out at 3am on Wednesday 17 January, 2018 by the Alarm Company as the alarm at the Community Hall was going off. This happens very rarely and the committee are asked to approve a call out payment if and when this happens.

**F18/18 Additional Printer for Clerk's office – for information**

As the office is growing there has become a need for an additional printer which will be installed in the Clerk's Office, but will be available for all staff to use if at any time the printer in the main office should break down. This has been purchased from BAYtek Office Solutions, based at Heathfield, at a cost of £1523 and includes a Service Schedule to include toner as and when needed.

**F19/18 Mechanical Code Locks fitted to office doors – for information**

Following my attendance at the Local Community Advisory Service Seminar in January, it was highlighted about the Lone Workers and Office Staff working in offices on their own. In line with this Mechanical Code Locks have been fitted to the Clerk's Office and the Main Office doors complete with Fire Kit. The cost of this is £345 plus vat.