



## **KINGSTEIGNTON TOWN COUNCIL FINANCE MINUTES**

Minutes of the meeting held on Wednesday 9<sup>th</sup> December 2020 at the Community Hall, Rydon Road, Kingsteignton at 7.00pm

Present:

Acting Chair: Councillor: B Thorne

Vice Chair:

Councillors: R Peart, D Ripping, S Plummer, Imogen Laws

Councillors: Ex Officio: Cllr Austen

Finance Officer: Mr P Banner

### **F60/2020 To receive apologies for absence**

T Dempster and D Rollason

### **F61/2020 To receive any Declarations of Interest**

None.

### **F62/2020 Minutes**

The minutes of the meeting held on Wednesday 11<sup>th</sup> November 2020 were approved and T Dempster will sign off.

### **F63/2020 Bills Paid and for Payment**

The Bills Paid and for Payment for November 2020 were passed to Councillors and noted.

### **F64/2020 Update on bank signatories**

Mr Phil Banner reported on the progress made with regard to revised bank signatories. Bill Thorne will come in to the office on 17<sup>th</sup> December 2020 with a view to calling NatWest Bank Plc to try to move things forward.

### **F65/2020 Update on the spreading of Council funds to guard against the risk of possible bank failure**

Mr Phil Banner advised that paperwork received from CCLA re the opening of a PSFD account re Langridge Trust monies will be completed and passed to Councillors for signature. He also reported that he had visited Barclays Bank Plc in Newton Abbot, been given a number to telephone to open a new account, advised there are no business managers in branches at this time and also advised that all banks will be slow on opening accounts as they had received Government instructions to concentrate resources on issuing business support loans.



### **F66/2020 Update on the recycling and waste removal costs**

Mr Phil Banner reported that the new arrangement with Viridor seems to be working well and, presently, at a lower cost.

He also advised that he was chasing BIFFA for a refund in the sum of £284.90 and that this had been promised for some time this week.

### **F67/2020 Business Interruption**

Mr Phil Banner reported that a reply had been received from the FCA as to whether or not we are covered for business interruption/loss of income but that this was not of any help. It was agreed that he would make contact elsewhere for possible assistance.

### **F68/2020 Receive an update on the External and Internal Audits**

Mr Phil Banner reported PKF Littlejohn have issued an Audit Certificate and will formally sign off when the period for public rights inspection has expired (15<sup>th</sup> January 2021).

He also reported that he was working through a list of information requested by the internal auditor.

He was requested to report at the next finance meeting on matters raised by the internal auditor with regard to the audit for the year ended 31<sup>st</sup> March 2020.

### **F69/2020 Report on possible fuel card**

Mr Phil Banner reported that he had looked at fuel costs and that these had averaged only £27.50 per month in the financial period 1<sup>st</sup> April to 30<sup>th</sup> November 2020. Mileage averaged around 2,000 miles per annum so this cost, subject to any material price change, was pretty consistent. It was agreed that a fuel card was not needed in the circumstances.

### **F70/2020 Consider maintenance staff attire**

Mr Phil Banner referred to an email received in this regard. After discussion it was agreed that he would look into the cost of padded protective jackets etc and report back.

### **F71/2020 Correspondence**

Mr Phil Banner reported that an email had been received from Kingsteignton Bowling Club (KBC) thanking the Council for reducing their rent for this year by 50%. KBC have also paid the reduced rent due.

The meeting closed at 8.45 pm



Signed:..... Dated:.....