



KINGSTEIGNTON TOWN COUNCIL FINANCE MINUTES

Minutes of the meeting held on Wednesday 7 February 2024
at 18.00

Present:

Chair: D Ripping

Vice Chair: M Field

Councillors: B Dempster, M Eggar

Councillors: Ex Officio: None

In Attendance: Responsible Finance Officer Mr Phil Banner

F07/2024 To receive apologies for absence

Cllr R Peart – attending a Fire Authority Conference and Cllr B Thorne - Illness

F08/2024 To receive any Declarations of Interest

None.

F09/2024 To discuss and approve Minutes

Resolved that :The minutes of the meeting held on Wednesday 10 January 2024 be approved and signed off.

Proposed: Cllr M Field

Seconded: Cllr M Eggar

Unanimous.

F10/2024 To discuss and consider Budget versus Actual figures the 9 month period ending 31 December 2023

Mr Phil Banner went through the figures and explained that most of the variances related to timing differences with either expenditure being paid towards the start of the year with nothing thereafter or income, such as precept, being received early. He did however explain that Salary costs are likely to be greater than budgeted as additional costs had been incurred and the pay award made in November and backdated to 1 April 2023 was higher than had been budgeted for.

Resolved that : The figures be approved

Proposed: Cllr M Eggar

Seconded: Cllr D Ripping

Unanimous



F11/2024 To discuss and approve a new Direct Debit payment to Cloudy IT re a Parks application

Mr Phil Banner explained that he felt in view of the small amount of payment due it made sense to pay by DD and that this needs authorising by the Finance Committee.

Resolved that: A new DD arrangement be set up

Proposed: Cllr T Dempster

Seconded: Cllr M Field

Unanimous

F12/2024 To discuss and approve Receipts and Payments for November and December 2023

The figures for the two months were reviewed with no matters requiring clarification or query.

Resolved that: Figures for the two months be approved.

Proposed: Cllr T Dempster

Seconded: Cllr M Eggar

Unanimous

F13/2024 To discuss , consider and approve revised Grant Policy and Application Pack

The content of the revised grant policy and application pack were considered.

Resolved that: The policy and application pack be approved with no changes, with documentation being subject to final approval by Full Council at the meeting immediately following this meeting.

Proposed: Cllr M Eggar

Seconded: Cllr T Dempster

Unanimous

Resolved that: Successful recipients of grants to be requested to provide supporting evidence, later in the year, to confirm grants received have been expended for the purpose(s) for which granted.

Proposed: Cllr M Eggar

Seconded: Cllr T Dempster

Unanimous



F14/2024 To discuss/consider and approve

(a) Dates for grant applications

(b) All grants to be within the formal grant application process

Resolved that:

- (a) Website to be updated with Grant information as soon as possible after the end of this meeting and an advert be placed in the next issue of The Mid Devon Advertiser. Claims to be received by 21st March and to be considered by this Committee at their meeting on 10th April 2024.

Proposed: Cllr M Eggar

Seconded: Cllr D Ripping

Unanimous

- (b) Grants will only be considered if an application has been made through the formal grant process outlined in the documentation referred to above.

Proposed: Cllr M Field

Seconded: Cllr M Eggar

Unanimous

F15/2024 To discuss and consider instructing a Land Agent to assist with identifying suitable land for allotments

Resolved that: Mr Phil Banner seek to obtain costings and details of what land agents can do and report back at the next meeting.

Proposed: Cllr D Ripping

Seconded: Cllr M Eggar

Unanimous

F16/2024 Correspondence

None

The meeting closed at 18.34

Next meeting: Wednesday 10 April 2024 commencing 19.00

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

Cllr D Ripping