

4 June 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 9 June 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 12 May 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **DONATION TO LOCAL ORGANISATIONS**
Two applications for donations have been received from Women Do Business and South Molton Twinning Association and copies are enclosed for consideration by members. ENCLOSED
7. **MAYOR'S ALLOWANCE**
The RFO wishes to report that the Mayor's Allowance for 2014/2015 will be £1885.00.
8. **1 EAST STREET**
The RFO is requesting permission to appoint David Wilson Partnership to carry out a feasibility study in respect of the 2nd floor flat at 1 East Street.

END

9 July 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Beech Room, The Amory Centre, 125 East Street, South Molton on Monday 14 July 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 9 June 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **DONATION TO LOCAL ORGANISATION**
Please find enclosed details of an application for a donation from South Molton & District Volunteer Bureau for consideration by members. ENCLOSED
7. **TIC MATTERS & RENT**
The RFO will report on the Tourist Information Centres current financial situation and advise on possible ways in which the Council could assist them - either by waiving their annual rent at 1 East Street for a period of time or by allocating them space free of charge in the foyer of the Amory Centre for a specific time. A resolution is required on whether or not to offer either of these proposals.

Continued ...

FINANCE COMMITTEE

14 July 2014

8. **FIREWORK DISPLAY**

A resolution is required whether or not to host a firework event similar to last year. The cost would be approximately £3700.

9. **STRATEGY GOING FORWARD**

It has been requested that the Finance Committee produces a document outlining the future financial strategy of the Council. A discussion between members is required to formulate a plan.

10. **TOWN GUIDE**

The RFO will report on the possibility of producing an extra 1000 copies of the current Town Guide at a cost of £690. A resolution is required whether to accept or reject this proposition.

END

SOUTH MOLTON TOWN COUNCIL



MALCOLM G. GINGELL
Town Clerk

TOWN COUNCIL OFFICES
THE AMORY CENTRE
125 EAST STREET
SOUTH MOLTON
DEVON
EX36 3BU

Telephone: 01769 572501
Fax: 01769 574008
smtc@northdevon.gov.uk

7 August 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 18 August 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 7 July 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **DONATIONS TO LOCAL ORGANISATIONS**
Please find enclosed two applications for a donation in the current financial year from South Molton Tourist Association and South Molton Visually Impaired and Macular Group for consideration by members. ENCLOSED
7. **SWEEPER FOR PANNIER MARKET**
The RFO is requesting permission to purchase a wheeled sweeper at a cost of £2300.00 plus VAT to assist in sweeping the Pannier Market. Please find enclosed a proposal from Mr Matt Ray for members information. ENCLOSED
8. **AUDIT OF 2013/2014 ACCOUNTS**
The RFO will report on the completion of the audit of the accounts for the 2013/2014 financial year.

END

SOUTH MOLTON TOWN COUNCIL



MALCOLM G. GINGELL
Town Clerk

TOWN COUNCIL OFFICES
THE AMORY CENTRE
125 EAST STREET
SOUTH MOLTON
DEVON
EX36 3BU

Telephone: 01769 572501
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smtc@northdevon.gov.uk

3 September 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Beech Room, The Amory Centre, 125 East Street, South Molton on Monday 15 September 2014 at 8.30am.

Yours faithfully,


M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 18 August 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **INTERNAL AUDIT CONTRACT**
Details have been received from Mr Ken Abraham, our Internal Auditor, to continue his contract on a rolling yearly contract. The RFO is recommending that this be accepted.
7. **SWEeper FOR PANNIER MARKET**
Following a recent demonstration of a suitable sweeper for the Pannier Market the RFO is requesting permission to accept the original quote to purchase this item. The RFO is also seeking members approval to purchase a commercial Pressure Washer up to the value of £550.

END

9 October 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 13 October 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 15 September 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **DOG BINS ON WOODLAND EXTENSION**
A resolution is required whether to accept a proposal to place dog bins on the new woodlands paths for a maximum of £700 for four bins.
7. **CONVERSION OF FLAT AT 1 EAST STREET**
Members should note that this item is for discussion only and no resolution is required. The RFO will report on initial findings and advise on his recommendation for submission to the full Town Council in due course.

END

11 November 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 17 November 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 13 October 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **REVIEW OF CHARGES**
Please find enclosed details of charges to be reviewed. The RFO will report to members and all charges are open for discussion. ENCLOSED
7. **HALF YEARLY ACCOUNTS**
Please find enclosed a copy of the half yearly accounts for the period ending 30 September 2014 which requires members approval. ENCLOSED
8. **DONATIONS TO LOCAL ORGANISATIONS**
Please find enclosed three applications for donations from South Molton & District Archive and Local History Society, South Molton Town Band and South Molton Pre-School for consideration by members. ENCLOSED

Continued ...

FINANCE COMMITTEE

17 November 2014

9. **MACMILLAN FAIR**

The Macmillan Fair, an annual event held in the Town Hall, is requesting a contribution towards positioning 25 Christmas Trees around the scaffolding at the front of the Town Hall. The total costs of these trees is £300.

10. **MAYOR'S CHARITY DINNER DANCE**

- a) Please find enclosed a copy of the account for the event held on 11 October 2014 for members information. ENCLOSED
- b) The Mayor has requested that a formal policy is set regarding any loss which occurs regarding this event. Currently any loss is made up personally by the Mayor.

END

3 December 2014

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 8 December 2014 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Finance Committee 17 November 2014 ENCLOSED
5. **ACCOUNTS FOR PAYMENT** ENCLOSED
6. **SOUTH MOLTON SINGS**
South Molton Sings have requested that consideration be given to refunding some of the cost of hire for the evening of their Charity Concert in July to help with their fundraising for North Devon Hospice. The invoice, No 5962, in the sum of £264.50 has been paid in full by South Molton Sings.
7. **TOWN HALL - LONG DRAG**
W. J. Sanders, whilst carrying out the refurbishment of the Town Hall toilets, provided a discounted quote to re-plaster long drag in the sum of £2600.00. A further quote from Heritage Cob & Lime has been received in the sum of £5104.00. The RFO is recommending that W. J. Sanders be instructed to carry out these works.

Continued ...

FINANCE COMMITTEE

8 December 2014

8. **TOWN COUNCIL'S MEDIUM TERM FINANCIAL STRATEGY**

Please find enclosed the Town Council's Medium Term Financial Strategy as compiled by the RFO for members consideration and adoption. ENCLOSED

9. **OUTDOOR GYM EQUIPMENT**

The RFO is requesting a resolution to earmark £5000 from capital reserves to supplement the £10000 received from the Big Lottery for outside gym equipment, subject to the Central Park Working Party having resolved to accept the £15000 proposal.

END

7 January 2015

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Finance Committee of the South Molton Town Council to be held in the Beech Room, The Amory Centre, 125 East Street, South Molton on Monday 12 January 2015 at 8.30am.

Yours faithfully,

M. G. Gingell
Town Clerk

Membership: Cllrs Goodman, Kingdon, C. Lock, Moore, McCool, Way, White & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.

4. **APPROVAL OF MINUTES**

Finance Committee 8 December 2014

ENCLOSED

5. **ACCOUNTS FOR PAYMENT**

ENCLOSED

6. **NAT WEST MANDATE**

The NatWest Bond invested three years ago in the sum of £250,000 has now matured together with associated interest of £28,000. On maturity the monies were transferred to a reserve account with NatWest where there was no mandate authority set up. For ease of setting up a new mandate current NatWest account holders were recommended to save the identification process. As it is a condition of setting up the new mandate to have it minuted a resolution is therefore required to accept Andrew Coates and David Worden as authorised signatories purely to transfer the existing balance on the reserve account back into our Lloyds Business Account.

END
