MINUTES OF THE MEETING OF THE **FINANCE & AUDIT COMMITTEE** HELD AT NEWTON'S PLACE, WOLBOROUGH STREET, NEWTON ABBOT ON **WEDNESDAY 28th OCTOBER 2026** AT 7.00 P.M.

PRESENT: Councillors A Hall (Chairperson), presiding

Councillors	P Bullivant	A Ineson (Deputy Mayor)
	Louise Cooke (Mayor)	M Joyce
	C Davieson	M Ryan
	A Gibbs	

Officers in Attendance: Sam Scott - Deputy Town Clerk and RFO
Linda McGuirk - Assistant Town Clerk & Deputy RFO
Pierre Doutreligne - Assistant Town Clerk (Strategy)
Nigel Canham, Communications Advisor

By invitation: Mike Hocking, Freeman of Newton Abbot

Also, present: Representatives of grant applicants x 15
Emily Farell, Newton Abbot CIC Manager

272. **APOLOGIES**

Valid reasons for absence were received from Councillors B Bailey, D Corney-Walker (Vice Chairperson), Colin Parker, Paul Parker and L Wood.

273. **INTERESTS**

Councillors P Bullivant, L Cooke and A Hall declared a non-pecuniary interest in agenda item 7(b), Financial Support for Community Transport, as they are members of the Board of Trustees for Newton Abbot Community Transport. Councillors confirmed they will not take part in discussion or voting.

Councillor M Joyce declared a non-pecuniary interest in agenda item 5, Grant Applications for Consideration, as he is a member of Heathfield Rail Link. Councillor Joyce confirmed that he will not take part in the discussion or vote.

Councillor M Ryan declared a non-pecuniary interest in agenda item 5, Grant Applications for Consideration, as he is a member of the Twinning Association. Councillor Ryan confirmed that he will not take part in the discussion or vote.

274. **MINUTES**

The minutes of the meeting of the Finance & Audit Committee held on 24th June 2026 were received and signed as a correct record.

275. **PUBLIC PARTICIPATION**

There was no public participation.

276. **GRANT APPLICATIONS**

The Chairperson, Councillor A Hall, welcomed representatives from grant applicants to the meeting and invited them to give a brief report in support of their respective applications.

The Responsible Financial Officer (RFO) circulated a grant funding budget report for Members' information, which highlighted that the total value of the grant applications being requested against the budget.

The Committee considered the following grant applications:

- Haytor View PTFA
- Heathfield Rail Link
- MS Society SD Group
- Newton Abbot Bereavement Group
- Newton Abbot Twinning Association
- Space Youth Services
- Teignbridge Archaeological Society
- THAT Foodbank
- The Art of Wild Hearted Living
- The Cwtch Hub CIC
- Wombles of Hele Park Common

A discussion took place regarding the grant application submitted by the Cwtch Hub CIC. Members expressed concerns that the application was incomplete and **resolved** that consideration of the application be deferred until the Full Council meeting on 25th November.

The applicant was requested to provide a copy of their Safeguarding Policy and a detailed breakdown of the income statement presented on page 12 of the application, prior to the meeting.

Accordingly, it was:

RESOLVED

a) that the Town Council hereby grants £2,500 to Haytor View PTFA
b) that the Town Council hereby grants £1,000 to Heathfield Rail Link
c) that the Town Council hereby grants £3,000 to MS Society SD Group
d) that the Town Council hereby grants £500 to Newton Abbot Bereavement Support Group
e) that the Town Council hereby grants £1,000 to Newton Abbot Twinning Association
f) that the Town Council hereby grants £3,000 to Space Youth Services
g) that the Town Council hereby grants £2,216 to Teignbridge Archaeological Society
h) that the Town Council hereby grants £4,000 to THAT Foodbank
i) that the Town Council hereby grants £3,700 to The Art of Wide Hearted Living
j) that the Town Council hereby grants £420 to Wombles of Hele Park Common

Cllr P Bullivant abstained from voting on the application for Heathfield Rail Link and THAT Foodbank.

Having declared an interest Cllr M Joyce abstained from voting on the application for Heathfield Rail Link.

Having declared an interest Cllr M Ryan abstained from voting on the application for Newton Abbot Twinning Society.

At **19:46** the meeting was adjourned for a comfort break and while photographs were taken of successful grant applicants.

At **19:53** the meeting was resumed.

277. **FEEDBACK REPORT FROM SUCCESSFUL GRANT APPLICANTS**

The Chairperson reported that feedback had been received from the following grant recipients for the period 2025/26:

- Newton Abbot Community Shed
- Green Futures Newton Abbot
- Home-Start Teignbridge
- Newton Abbot Seed Library
- Space Youth Services
- Community Transport
- Teignbridge Citizens Advice Bureau

It was noted that feedback remained outstanding from Wellbeing In Action, who would be reminded of their obligation to submit a response.

278. **FINANCIAL SUPPORT FOR TEIGNBRIDGE CITIZENS ADVICE BUREAU AND NEWTON ABBOT COMMUNITY TRANSPORT ASSOCIATION**

a) The Responsible Financial Officer (RFO) confirmed that financial support had been provided to Teignbridge Citizens Advice Bureau for the financial year 2026/27.

Accordingly, it was:

RESOLVED that the financial support provided to Teignbridge Citizens Advice Bureau for the financial year 2026/27 be hereby acknowledged.

b) The Responsible Financial Officer (RFO) advised that financial support for Newton Abbot Community Transport Association for the financial year 2026/27 was pending receipt of the annual report, which was due to be presented at the meeting by a representative of the Association.

Freeman, Mike Hocking provided an overview of the Association's activities and how previous financial support had been utilised. He reported that the Ring and Ride service had covered approximately 4,500 miles during the previous year, generating around

£3,000 in fare income. He emphasised the importance of the service to the local community and highlighted the ongoing challenges in recruiting volunteer drivers.

It was noted that the Association also provided transport for schools, museums, and residential homes etc to generate additional income, alongside fundraising activities such as coffee mornings.

Freeman Hocking reported that the Association had undertaken a total of 1,107 trips, transporting over 2,000 charity passengers and 118 group passengers during the previous year. Financial support was used towards operating costs, and two new vehicles had been purchased with the assistance of funding and external contributions.

A discussion also took place regarding the limited availability of wheelchair-accessible taxis in Newton Abbot. It was confirmed that all vehicles operated by the Association were wheelchair accessible.

Freeman Hocking expressed his thanks on behalf on Newton Abbot Community Transport to the Town Council for its continued financial support.

RESOLVED that financial support is granted to Newton Abbot Community Transport Association for the period 2026/27, in recognition of the valuable services provided to the local community.

Having declared an interest Cllrs P Bullivant, L Cooke and A Hall abstained from discussions and voting on the application for Community Transport.

c) Members considered the future arrangements for the provision of financial support, including the introduction of a formal application process and annual reporting requirements.

During the discussion, Members expressed support for the continued provision of financial assistance to both organisations. It was suggested that a formal application process should be introduced to enable Members to better assess funding requests and review how financial support has been utilised.

Accordingly, it was:

RESOLVED that delegated authority be granted to the Responsible Financial Officer (RFO) to develop an annual funding application process, including appropriate eligibility and assessment criteria, and to establish a requirement for recipients to submit annual reports detailing how the funding had been utilised.

279. **INCOME AND EXPENDITURE**

a) INCOME & EXPENDITURE STATEMENTS

The Committee received the Income and Expenditure Statements for 1st April to 30th September 2026 inclusive, as previously circulated. The Chairperson advised that some questions had been submitted in advance of the meeting and had been satisfactorily answered. Members were invited to raise any further questions. None were raised.

Chairperson initials……

Newton Abbot Town Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/04/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 30/04/2026			922,771.99
				1,918,894.93
	SUBTRACT			
	Payments 01/04/2026 - 30/04/2026			202,306.16
A	**Cash in Hand 30/04/2026** (per Cash Book)			**1,716,588.77**
	Cash in hand per Bank Statements			
	Petty Cash	30/04/2026	200.00	
	Current Account	30/04/2026	101.00	
	Business Call Account	30/04/2026	1,269,089.77	
	CCLA Public Sector Deposit Fund	30/04/2026	447,198.00	
				1,716,588.77
	Less unpresented payments			
				1,716,588.77
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**1,716,588.77**
	A = B Checks out OK			

Chairperson initials……

Newton Abbot Town Council

Appendix N

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/05/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 31/05/2026			949,427.98
				1,945,550.92
	SUBTRACT			
	Payments 01/04/2026 - 31/05/2026			357,952.23
A	**Cash in Hand 31/05/2026** (per Cash Book)			**1,587,598.69**
	Cash in hand per Bank Statements			
	Petty Cash	31/05/2026	200.00	
	Current Account	31/05/2026	101.00	
	Business Call Account	31/05/2026	1,140,099.69	
	CCLA Public Sector Deposit Fund	31/05/2026	447,196.00	
				1,587,598.69
	Less unpresented payments			
				1,587,598.69
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**1,587,598.69**
	A = B Checks out OK			

Chairperson initials……

Newton Abbot Town Council

Appendix O

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/06/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 30/06/2026			990,612.96
				1,986,735.90
	SUBTRACT			
	Payments 01/04/2026 - 30/06/2026			512,895.46
A	**Cash in Hand 30/06/2026** (per Cash Book)			**1,473,840.44**
	Cash in hand per Bank Statements			
	Petty Cash	30/06/2026	200.00	
	Current Account	30/06/2026	100.00	
	Business Call Account	30/06/2026	1,026,322.44	
	CCLA Public Sector Deposit Fund	30/06/2026	447,198.00	
				1,473,820.44
	Less unpresented payments			
				1,473,820.44
	Plus unpresented receipts			20.00
B	**Adjusted Bank Balance**			**1,473,840.44**
	A = B Checks out OK			

Chairperson initials……

Newton Abbot Town Council

Appendix P

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/07/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 31/07/2026			1,159,234.56
				2,155,357.50
	SUBTRACT			
	Payments 01/04/2026 - 31/07/2026			721,546.26
A	**Cash in Hand 31/07/2026** (per Cash Book)			**1,433,811.24**
	Cash in hand per Bank Statements			
	Petty Cash	31/07/2026	200.00	
	Current Account	31/07/2026	101.00	
	Business Call Account	31/07/2026	987,245.56	
	CCLA Public Sector Deposit Fund	31/07/2026	447,198.00	
				1,434,744.56
	Less unpresented payments DUE TO LLOYD ERROR			953.32
				1,433,791.24
	Plus unpresented receipts			20.00
B	**Adjusted Bank Balance**			**1,433,811.24**
	A = B Checks out OK			

Chairperson initials……

Newton Abbot Town Council

Appendix Q

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/08/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 31/08/2026			1,168,962.98
				2,165,085.92
	SUBTRACT			
	Payments 01/04/2026 - 31/08/2026			841,314.58
A	**Cash in Hand 31/08/2026** (per Cash Book)			**1,323,771.34**
	Cash in hand per Bank Statements			
	Petty Cash	31/08/2026	200.00	
	Current Account	31/08/2026	101.00	
	Business Call Account	31/08/2026	876,252.34	
	CCLA Public Sector Deposit Fund	31/08/2026	447,198.00	
				1,323,751.34
	Less unpresented payments			
				1,323,751.34
	Plus unpresented receipts			20.00
B	**Adjusted Bank Balance**			**1,323,771.34**
	A = B Checks out OK			

Chairperson initials……

Newton Abbot Town Council

Appendix R

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			996,122.94
	ADD			
	Receipts 01/04/2026 - 30/09/2026			2,091,038.78
				3,087,161.72
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			1,089,950.79
A	**Cash in Hand 30/09/2026** (per Cash Book)			**1,997,210.93**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2026	200.00	
	Current Account	30/09/2026	101.00	
	Business Call Account	30/09/2026	1,549,711.93	
	CCLA Public Sector Deposit Fund	30/09/2026	447,198.00	
				1,997,210.93
	Less unpresented payments			
				1,997,210.93
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**1,997,210.93**
	A = B Checks out OK			

Accordingly, it was:

RESOLVED that the statements of income and expenditure for April, May, June, July, August and September 2026 inclusive, as circulated prior to the meeting, be hereby approved and signed by the Chairperson of the Finance and Audit Committee.

Chairperson initials……

b) FINANCIAL BUDGET COMPARISON

The Chairperson referred to the Financial Budget Comparison summary and report which detailed Income and Expenditure for the Finance and Audit Committee for the period 1st April 2026 to 30th September 2026 (as previously circulated). The Chairperson advised that no questions had been submitted in advance of the meeting. Members were invited to raise any questions; none were raised.

Accordingly, it was:

RESOLVED that the Financial Budget Comparison Summary for the period 1st April 2026 to 30th September 2026, detailing the actual income and expenditure for the Finance and Audit Committee, be hereby approved and signed by the Chairperson of the Finance and Audit Committee.

280. **LATE CORRESPONDENCE**

None.

281. **DATE OF NEXT MEETING**

The next meeting would be Wednesday 6th January 2027.

Meeting closed at 20:10 hours

Chairperson……Date……