

MINUTES OF THE MEETING OF THE **FINANCE & AUDIT COMMITTEE** HELD AT NEWTON'S PLACE, WOLBOROUGH STREET, NEWTON ABBOT ON **WEDNESDAY 22nd FEBRUARY 2023** AT 7.00 P.M.

PRESENT: Councillors C N Parker (Chairperson) Presiding
D Corney-Walker (Vice- Chairperson)

Councillors P Bullivant D Howe
C Bunday (Mayor) M Joyce
A Hall M Ryan
R Hayes L Sheffield (Deputy Mayor)
M Hocking

Officers in Attendance: Phil Rowe – Town Clerk
Sam Scott – Deputy Town Clerk and RFO
Linda McGuirk - Principal Administrator

Also in attendance: Mr Nigel Canham – Communications Advisor

401. **APOLOGIES**

Apologies for absence were received on behalf of Councillors A Jones, K Crout and Sally Henley – Town Development Manager.

402. **INTERESTS**

None declared.

403. **MINUTES**

The minutes of the meeting of the Finance & Audit Committee held on 11th January 2023 were received and signed as a correct record.

The Chairperson, Councillor C Parker informed Members that the invitations to attend the Buckingham Palace Garden Party had been drawn. The Town Council's nominated Councillor D Howe had not been selected on this occasion.

404. **PUBLIC PARTICIPATION**

None.

405. **INTERIM INTERNAL AUDIT REPORT 2022-23**

The Chairperson introduced the Interim Internal Audit Report 2022-23, circulated prior to the meeting, Councillor Parker drew Members attention to the paragraph on page 4 of the report where the Auditor stated *"We are aware of the whistleblowing allegations raised during the summer and reiterate our previous statement that we have no concerns about the way the financial aspects of the Newton's Place project were managed with members kept aware of the schemes' progress throughout its duration also approving payments in accordance with the extant procedures."*

Members analysed the report and were satisfied that the three minor recommendations contained at the end of the report had already been implemented. Members expressed thanks to the RFO and the Town Clerk for their work to ensure the Council's finances

Chairperson initials.....

meet the necessary standard as set out in the Joint Panel on Accountability and Governance (JPAG). Accordingly, it was:

RESOLVED that the Finance & Audit Committee formerly approves the Interim Internal Audit Report 2022-23.

Cllr P Bullivant abstained from voting.

406. **POLICIES**

The Chairperson introduced the Community Infrastructure Levy (CIL) Community Groups Policy, circulated prior to the meeting and advised Members that this policy if adopted would incorporate and replace the current adopted CIL Policy. Members noted the policy included additional information about how the Council will manage requests for CIL funding in relation to community projects not promoted by the Town Council. It will also determine how its CIL receipts are spent to ensure requests for funding meet the criteria as set out in the CIL regulations. An amendment to the policy was table at the meeting.

Subject to the following minor amendments:

- Page 1, item 1.1: remove the sentence: This policy should be read in conjunction with the council’s CIL Policy for consistency.
- Page 3: item 2.4: remove [or individuals] and [~~may~~/will].
- Page 4, item 3.2: Replace the Secondary criteria section with the amendment tabled at the meeting.
- Page 12 and 13: amend the document to reflect the District Council’s current rate per dwelling.
- Tabled amendment: remove item 1.3(b)

RESOLVED that subject to the agreed amendments, the Finance & Audit Committee recommends that the Council adopts the Community Infrastructure Levy (CIL) Community Groups Policy at its meeting on Wednesday 8th March 2023.

407. **INCOME AND EXPENDITURE**

A. 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 – 31st December 2022 (previously circulated). The Chairperson noted that there had been no questions in advance but invited questions from Councillors. Following a brief discussion among Members, accordingly, it was

RESOLVED that the Financial Budget Comparison Summary for the Finance and Audit Committee for the period 1st April – 31st December 2022, be hereby, approved and signed by the Chairperson of the Finance and Audit Committee.

B. INCOME & EXPENDITURE STATEMENTS

The Committee received the Income and Expenditure Statements for December 2022 (previously circulated). The Chairperson invited questions from Members who sought clarification on a few items in relation to expenditure during the period.

Chairperson initials.....

NEWTON ABBOT TOWN COUNCIL	
INTERNAL AUDIT	
31st DECEMBER 2022	
Opening Balance	£ 538,043.39
Misc. Income	£ 11,827.82
Total Income	£ 549,871.21
LESS:	
Expenditure	£ 127,530.25
TOTAL EXPENDITURE	£ 127,530.25
BALANCE as of 31st December 2022 Business Call & Current Account:	£ 422,340.96
 <u>Balances as of 31st December 2022</u>	
Current Account	£ 100.00
Business Call Account	£ 422,240.96
Petty Cash Account	£ 200.00
Total Cash in hand at bank	£ 422,540.96
Total:	£422,540.96
 Balance of CCLA fund at 31st December 2022	
	£467,993.00

The Chairperson informed Members of the current bank account balance and confirmed that it was in line with the figures projected to calculate the precept. Members thanked the RFO for her accuracy with the budget calculations. The Chairperson further advised that the loan of £340,000 received from the Public Works Loan Board (PWLB) for the works carried out in Victoria Gardens had reduced to £253,000. Following discussion among Members, accordingly, it was

RESOLVED that the statements of income and expenditure for December 2022 as submitted to the Committee be hereby approved and signed by the Chairperson of the Finance and Audit Committee.

Chairperson initials.....

408. **BRADLEY COMMUNITY CENTRE**

Members agreed that due to the sudden bereavement of the Chairman of the Bradley Community Centre, this item should be deferred. Members expressed their condolences and noted that the Council will need to consider how it can support the Bradley Community Centre in the future.

409. **LATE CORRESPONDENCE**

None.

410. **DATE OF NEXT MEETING**

The next meeting would be Wednesday 28th June 2023.

The Town Clerk and RFO thanked the Chairperson Councillor C Parker for his dedication and support during his time as Chairperson of the Finance & Audit Committee.

Meeting closed at 19:52 hrs.

Chairperson.....Date.....

Chairperson initials.....