

**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Finance Committee

Held by Zoom.

On Monday 12th April 2021 at 6.00pm

Present: Vice Chairman: Councillor Jimmy Dingle (JD)

Councillors: M Gregory (MG), Jon Holmes (JH) Armand Toms (AT)
James Lundy (JL)

In Attendance: Fiona Wilkes-Jones, Responsible Financial Officer (RFO)
Mel Colton-Dyer (CSD) Edwina Hannaford (EH)

Open Forum - Welcome

81.	Welcome To mark the death of His Royal Highness, The Duke of Edinburgh a minutes silence was held.	ACTIONS
82.	Apologies for absence Cllr Rose Cllr Simon Barker	
83.	Declarations of Interest Cllr Toms -Cornwall Council /Looe Harbour Commissioners & Looe Development Trust Cllr Dingle – West Looe Town Trust	
84.	Questions from members of the public There were no members of the public present	
85.	Approve the minutes of the Finance meetings held on 8th March 2021. It was resolved to approve the minutes of the meeting held on 8 th March 2021 proposed by Cllr Gregory seconded by Cllr Lundy – all in favour. Cllr Dingle & Hannaford abstained -not present	
86.	Matters arising from the minutes of the meeting of 8th February and ongoing matters. Ref Min no:18 -PSF Charge card application -waiting for card.	

	<p>Ref Min no:75 All supplier invoices paid from 8th March 2021 including the queried final website invoice.</p> <p>Ref Min no:53 Have received monies from most of the existing car park permit holders, along with one new one.</p> <p>Ref Min no:75 Cllr Miller verified February 2021 three bank reconciliations.</p> <p>Ref Min no:64 Petty cash money banked along with floats that are no longer required.</p> <p>Ref Min no:75 Insurance has been renewed for 2021/2022 on 12 monthly interest free payments by direct debit.</p> <p>Ref Min no:75 Sage accounts & payroll package has been renewed for 2021/2022</p> <p>Ref Min no:53 Cllr Toms has messaged 151 Officer at CC & chief executive relating to rates on the toilets- no update</p>	
87.	<p>Finance</p> <p>Authorisation of invoices: It was resolved to approve all supplier invoices totalling £11,861.61 along with a payment of £840.00 already made for a planning application, proposed by Cllr Toms, seconded by Cllr Holmes – all in favour.</p> <p>Bank Reconciliation: Cllr Gregory to authorise March’s bank reconciliations.</p> <p>Income V Expenditure: No figures available. Internal audit is pencilled in for week commencing 3rd May 2021 our year end accounts to be prepared for this.</p>	RFO RFO RFO
88.	Matters for Further or Urgent Discussions as Determined by the Chairman. None	
89.	To Move the Meeting to Part Two (Confidential) to discuss Financial matters. None	
90.	Date of next meeting: Monday 10 th May 2021 Finance Committee Meeting 6pm	

The Meeting closed at 18:10 pm.

Signed

Date.....