



Ottery St Mary Town Council

Minutes of the ORDINARY MEETING OF Finance Committee held on **Thursday 24 October 2024** at **16:00**. The meeting was held in the **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**

Present: Cllrs Dean Stewart (Chair and Deputy Mayor), Richard Grainger (Mayor), John Green, Janice Aherne

In Attendance: Kerry Kennell, Town Clerk

Minute Taker: Kerry Kennell, Town Clerk

F/24/10/01 APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies were received from Cllr Lucas.

F/24/10/02 DECLARATIONS AND DISCLOSABLE PECUNIARY INTERESTS

To receive Declarations of interest for items on the Agenda and receipt of requests for new Disclosable Pecuniary Interests (DPIs) dispensations for items on the Agenda

Cllr Stewart	Declared an 'Affects NRI' in relation to Agenda item 6 due to his connection with Operation Rudolph.
Cllr Green	No interests declared.
Cllr Aherne	No interests declared.
Cllr Grainger	Declared an 'Affects NRI' in relation to Agenda item 6 due to the proximity of his house to the Church

F/24/10/03 ADMISSION TO MEETINGS

In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded

It was **RESOLVED** that information relating to the applicants financial details for Agenda Item 6 – Consideration of Community Grant Applications would be discussed in Confidential Session.

F/24/10/04 PUBLIC PARTICIPATION

To allow members of the public present to submit questions/comments for consideration Individual contributions will be limited to 3 minutes

Chair's initials _____

There was none.

F/24/10/05 MINUTES

To receive the Minutes of the Meeting of the Finance Committee of 3rd June 2024 (*minute refs F/24/06/01 - F/24/06/15*) and to approve the signing of the Minutes by the Chair as a correct record

The Minutes of 3rd June 2024 were approved and signed by the Chair.

F/24/10/06 CONSIDERATION OF COMMUNITY GRANT APPLICATIONS

Grant applications received from Operation Rudolph; St Mary's Parish Church; Scouts; Hospiscare; Men's Shed and OSM Foodbank

Teams calls were held with representatives from Operation Rudolph, St Mary's Parish Church, Scouts and Hospiscare to discuss their grant applications. A Teams meeting will be arranged with Men's Shed and OSM Foodbank at a later point.

Organisation	Amount requested	Recommendation
Operation Rudolph	£500	It was RECOMMENDED that £500 is awarded
St Mary's Parish Church	£10,000	It was RECOMMENDED that £2,500 is awarded.
Scouts	£2000	It was RECOMMENDED that £2,000 is awarded
Hospiscare	£2000	It was RECOMMENDED that £2,500 is awarded

It was **RECOMMENDED** that the Council consider an increased grant for St Mary's Parish Church and Hospiscare but that is above the financial limit of this committee.

F/24/10/07 FINANCIAL MATTERS

- a. To note the External auditors report and make recommendations (if appropriate)

The External auditors report was noted.

- b. To note the accounts up to 30th September 2024

The accounts up to 30th September 2024 were noted. To note Internal Auditor for 2024/25

It was noted that the Internal Auditor for 2024/25 will be Paul Russell.

F/24/10/08 TO CONSIDER NALC MODEL FINANCIAL REGULATIONS FOR LOCAL COUNCILS

It was **RECOMMENDED** that the NALC Model Financial Regulations for Local Councils with the relevant limits inserted are adopted by the Council.

Chair's initials _____

F/24/10/09 TO RECEIVE FEEDBACK FROM THE CLERK'S MEETING WITH THE NEW EDDC SECTION 106 OFFICER AND TO MAKE RECOMMENDATIONS (IF APPROPRIATE)

The Clerks report of her meeting with the EDDC Section 106 Officer was noted. It was **RECOMMENDED** that all Councillors should put forward their ideas for potential Section 106 projects. It was **RECOMMENDED** that a Finance Committee meeting is held in November to agree the Council priorities for the Section 106 projects. It was **RECOMMENDED** that organisations within the parish are encouraged to come forward with information of any large projects that they require funding for to see if any are suitable for Section 106 projects.

F/24/10/10 CONSIDERATION OF BUDGET FOR 2025/26

The budget spend to date was reviewed. It was **RESOLVED** that all Committees should consider their plans for 2025/26.

It was **RECOMMENDED** that a meeting will be set up with landlords to discuss filling empty shops and proposals such as pop up shops and wall art for the windows to make empty shops look more attractive. It was **AGREED** the Clerk will investigate getting a mock-up of a wall sticker for the meeting.

F/24/10/11 TO NOTE ANY SPECIFIC CORRESPONDENCE RECEIVED

It was noted that the NALC pay scales have been updated to reflect the new rates of pay following agreement from the unions.

F/24/10/12 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

F/24/10/13 TO RECEIVE COUNCILLORS QUESTIONS

There were none.

F/24/10/14 DATE OF THE NEXT MEETING: TO BE CONFIRMED

Reports & Appendix 1

Meeting concluded at 17:45

Chair's initials _____