

**LOOE TOWN COUNCIL  
KONSEL TRE LOGH**



**MINUTES OF THE Finance Committee**

Held at the Council Chamber, Looe Library & Community Hub.

**On Monday 14th November 2022 at 6.00pm**

**Present:** Councillor Simon Barker (SB) Chair; Cllr Stephen Remington(SR) & Cllr Tony Smith(TS)

**In Attendance:** Fiona Wilkes-Jones, Responsible Financial Officer (RFO)

	<b>Welcome</b>	<b>ACTIONS</b>
	The Chair welcomed everyone to the meeting	
<b>157</b>	<b>To Receive and Accept Apologies</b> Apologies were received and accepted from Cllr Toms, Cllr Lundy & Cllr Gregory.	
<b>158</b>	<b>To Receive Declarations of Interest</b> none	
<b>159</b>	<b>To Receive Questions from members of the public</b> There were no members of the public present.	
<b>160</b>	<b>To Approve the Minutes of the Meetings held on 18<sup>th</sup> August 2022 &amp; 28<sup>th</sup> September 2022</b> Insufficient attendees from these meetings to approve the minutes of the meeting held on 18 <sup>th</sup> August 2022 & 28 <sup>th</sup> September 2022.	<b>Refer to next Finance meeting</b>
<b>161</b>	<b>Matters arising from the minutes of the meeting held on 28<sup>th</sup> September 2022 &amp; any previous meetings</b> In advance of the meeting, the RFO had provided a comprehensive report updating the committee of such matters.	<b>RFO to keep committee informed</b>
<b>162</b>	<b>Supplier payments</b> Clarification was required on some invoices before Cllr Barker proposed the payment of all invoices listed seconded by Cllr Remington - all in favour.	<b>RFO payment</b>
<b>163</b>	<b>Bank reconciliation checks</b> Cllr Baker has successfully reviewed the bank statements against the Sage accounts reconciliations from April 22 to August 22.	<b>RFO to send Sept &amp; Oct 2022 to SB</b>

164	<p><b>Tax base 2023-24, Forecast &amp; Budget</b>          Cornwall Council have provided local councils with details of their tax base. Looe has seen a reduction by 0.4%          A preliminary forecast has been drafted for 2022-23; however further decisions are required before an accurate forecast &amp; second draft of the budget can be produced.          Cornwall Council requests Precept demands are submitted before 31<sup>st</sup> December 2022 but can be extended to 31<sup>st</sup> January 2023.</p>	<p><b>Staffing meeting to be arranged</b>   <b>RFO contact CC</b></p>
165	<p><b>Income V Expenditure 2022-23</b>          A thorough review was undertaken on the income &amp; expenditure for October &amp; YTD figures. The chair thanked the RFO for the detailed analysis.</p>	
166	<p><b>Earmarked Reserves 2022-23</b>          These are still under review for this year, but alignment with our priorities is required.</p>	
167	<p><b>Donation/grant request</b>          None received.</p>	
168	<p><b>Other Urgent Business as Determined by the Chair</b>          No matters.</p>	
169	<p><b>To Move the Meeting to Part Two (Confidential) to discuss</b>          None.</p>	
	<p><b>Date of next Finance Committee meeting:</b>          TBC - December 2022.</p>	

The Meeting closed at 6:49pm

Signed .....

Date.....