

**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Finance Committee

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

On Monday 13th February 2023 at 6.00pm

Present: Cllr Simon Barker (SB) Chair
Cllr Stephen Remington (SR)
Cllr Martin Gregory (MG)
Cllr Armand Toms (AT)
Cllr Jasper Graham-Jones

In Attendance: Fiona Wilkes-Jones, Responsible Financial Officer (RFO)
Schanine Bonney, Admin and Planning Officer (APO)

	Welcome	ACTIONS
	The Chair welcomed everyone to the meeting	
189	To Receive and Accept Apologies Cllr Lundy gave apologies. Cllr Toms will leave early.	
190	To Receive Declarations of Interest AT - Cornwall Council, Looe Harbour commissioners	
191	To Receive Questions from members of the public There were no members of the public present.	
192	To Approve the Minutes of the Meetings held on the 5th January 2023. It was RESOLVED to approve the minutes of 5 th January 2023. proposed by Councillor Barker, second by Councillor Toms, All in favour.	
193	Matters arising from the minutes of previous meetings held 2023. In advance of the meeting, the RFO had provided a comprehensive report updating the committee of such matters.	
194	Supplier payments It was RESOLVED to move the discussion of supplier payments to part 2, proposed by Councillor Barker, second by Councillor Remington, All in favour.	

195	Bank reconciliation checks – Cllr Barker has successfully reviewed the bank statements against the Sage accounts reconciliations.	
196	SWW charges. Councillors discussed the proposed water fountain, and it was agreed that this should go back to the full council as the location has changed.	APO to advise DC to add to FC Agenda
197	Small claims. The small claim was discussed per the RFO's report it was resolved to recommend to Full Council that the debt is written off. Councillor Barker proposed, Councillor Gregory seconded, All in favour.	RFO to write off debt after approval
198	Insurance renewal The committee discussed the Issue of the Millpool and Guildhall toilet buildings insurance requirements. RFO to investigate further.	RFO to ask CC and to circulate.
199	Interim Audit Report The report was available for the committee to review. No questions were asked.	RFO for Full Council
190	Income V Expenditure 2022-23 The RFO advised that there is no figure available and that she will complete the figures for the Full Council meeting.	RFO to complete
191	Recommendation of Meetings for 2023-2024 To have the meetings in first 2 weeks, Results from meetings can then go on to full council.	SR to coordinate
192	Earmarked Reserves 2022-23 It was agreed to set aside for April and was noted that the asset repairs and maintenance for 2022-23 came in under budget.	
193	Terms of Reference Recommended that the Policy & Strategy committee look at these along with all other committees for a thorough review	TC to update P&S
194	Financial Risk Register Updates have been listed for 2022-23 register. Councillor Barker proposed, councillor Remington seconded, All in favour.	RFO & SB add to FC Agenda
195	Donation/grant request It was RESOLVED to agree to move the grant request that has been received to Part 2. Proposed by Councillor Barker, Seconded by Councillor Gregory, All in favour.	

196	<p>Other Urgent Business as Determined by the Chair</p> <p>No matters.</p>	
197	<p>To Move the Meeting to Part Two (Confidential) to discuss:</p> <p>Supplier payments: There is further clarification required on four invoices and it was agreed to hold back payment for one of the suppliers.</p> <p>Visit Looe A discussion around the Visit Looe site ensued.</p> <p>Donation/grant request A donation request has been received via the LTC website, clarification is needed where to pay this to, it was agreed that payment will be made, proposed by Councillor Gregory, seconded by Councillor Remington, All in favour.</p>	<p>MG to look at original presentation.</p> <p>RFO to request further information.</p> <p>RFO to process</p>
	<p>Date of next Finance Committee meeting: 13th March 2023 at 6pm</p>	

The Meeting closed at 7.20 pm

Signed

Date.....