

**LOOE TOWN COUNCIL  
KONSEL TRE LOGH**



**MINUTES OF THE Finance and Strategy Committee**

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

**On Tuesday 13<sup>th</sup> November 2023 at 6.00pm**

**Present:** Cllr Simon Barker (SB)  
Cllr Stephen Remington (SR)  
Cllr Martin Gregory (MG)  
Cllr Chris Harwood (CH)  
Cllr Jamie Pearn (JP)

**In Attendance:** Fiona Wilkes-Jones, Responsible Financial Officer (RFO)  
Lynda Powell, Town Clerk (LP)

	<b>Welcome</b>	<b>ACTIONS</b>
	Cllr Barker welcomed everyone to the meeting of the Finance and Strategy Committee.	
<b>30</b>	<b>To receive and accept apologies.</b>  There were no apologies.	
<b>31</b>	<b>To receive Declarations of Interest</b>  There were no declarations of interest.	
<b>32</b>	<b>To receive questions from members of the public</b>  None.	
<b>33</b>	<b>To resolve to approve the Finance &amp; Strategy minutes held on the 18<sup>th</sup> September 2023.</b>  It was <b>resolved</b> to approve the minutes of the previous Finance and Strategy committee minutes held on 18 <sup>th</sup> September 2023, proposed by Cllr Harwood, seconded by Cllr Remington, all in favour.	
<b>34</b>	<b>RFO- Update on matters arising</b>  The committee reviewed the RFO's report. There was a discussion regarding the pay agreement for staff and the announcement that the Real Living Wage	

	would increase to £12. It was agreed that the Staffing Committee would need to meet to agree when to implement the increase to the Real Living Wage.	Clerk
35	<b>To approve supplier BACS payments Aug/Sep 2023 and debit card payments Oct/Nov 23.</b>  It was <b>resolved</b> to approve the supplier payments, proposed by Cllr Barker, seconded by Cllr Remington, all in favour.	
36	<b>To approve bank reconciliations July – October 2023</b>  Cllr Barker confirmed that he had completed a check of the bank reconciliations.	
37	<b>To review the interim internal report 2023-2024.</b>  Cllr Barker suggested that the RFO provide a report on the Council's position in regard to VAT.  It was <b>resolved</b> to approve the report, proposed by Cllr Barker, seconded by Cllr Harwood, all in favour.	RFO
38	<b>To approve the use of CIL monies.</b>  It was <b>resolved</b> that CIL monies would be used for the refurbishment of the seafront toilets. Proposed Cllr Remington, seconded by Cllr Gregory, all in favour.	RFO
	<b>Part 2</b>	
39	It was agreed in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and in view of the confidential nature of the business to be discussed, to resolve to exclude the public and press from the meeting during consideration of agenda items 39-41. Proposed Cllr Barker, Seconded Cllr Remington, all in favour.  It was agreed that Cllr Pearn should be co-opted onto the Committee. Proposed Cllr Barker, seconded Cllr Remington, all in favour.  <b>Income v expenditure September &amp; October 23</b>  It was agreed to ask the Planning Committee if they could assist in forecasting CIL monies.  It was <b>resolved</b> to accept the report. Proposed by Cllr Barker, seconded by Cllr Harwood, all in favour.	Cllr Lundy

40	<p><b>To review a forecast for 2024-2025</b></p> <p>There was a discussion about staffing provision and reserves.</p>	
41	<p><b>To consider the 1<sup>st</sup> draft of the budget</b></p> <p>It was agreed that Cllr Barker would arrange a meeting with LDT and the retail tenants of Polkirt Arcade to discuss a way forward. It was agreed that Polkirt Arcade should be added to the ear marked reserves.</p> <p>It was agreed that the 2<sup>nd</sup> draft of the budget should include items that needed to be included as ear marked reserves.</p> <p>It was agreed to ask the Services, Assets and Community Committee to discuss and make a recommendation to Full Council regarding a Street Marshall for summer 2024.</p>	<p><b>Cllr Barker</b> <b>RFO</b></p> <p><b>RFO</b></p> <p><b>Cllr Holmes</b></p>
29	<p><b>Date of next Finance and Strategy Committee meeting:</b></p> <p><b>4<sup>th</sup> December 2023</b></p>	

**The Meeting closed at 7.59pm**

Signed .....

Date.....