

Yeovil Town Council

Town House
19 Union Street
Yeovil
BA20 1PQ



Mayor : Cllr D Shutler. Town Clerk : Amanda Card BA (Hons), CPFA
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Minutes of the meeting of Policy, Resources & Finance Committee of Yeovil Town Council held on Tuesday 27th June 2017 at 7.00pm in the Town House, 19 Union Street, Yeovil BA20 1PQ

Present: Cllrs T Lock (Chairman), T Ledlie, P Lock, E Potts-Jones, F Purbrick, D Recardo, and A Smith.

In Attendance: A Card (Town Clerk).

There were 0 members of the public and 0 member of the press present.

7.00pm - Public Question Time. There were no public.

7.00pm - Meeting commenced.

9/204. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Committee to receive apologies for absence and to consider the reasons given. *LGA 1972 s85(1)*

Apologies were received from Cllrs M Lock (conflicting engagement); S Lowery (conflicting engagement); G Oakes (conflicting engagement); M Roper (holiday), D Shutler (holiday) and R Stickland (conflicting engagement).

RESOLVED: to accept the apologies with the reasons given.

9/205. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

There were no declarations made at this time.

9/206. MINUTES

To approve as a correct record the Minutes of the meeting held on 30th May 2017.

RESOLVED: that the minutes of the meeting held on 30th May 2017 were signed and dated as a correct record.

9/207. INTERNAL AUDIT REPORT

Members considered the findings of the Internal Auditor following the final audit for the financial year 2016/17 of the Council's procedures. Members commended the report. It was suggested that a summary of the recommendations from the previous year be included in future reporting of the final audit.

RESOLVED: (1) to note the findings of the Internal Auditor and the management responses given; and (2) to provide a summary of the recommendations from the previous year with future reporting of the final audit

9/208. STATEMENT OF ACCOUNTS 2016/17

Members considered the report of the Town Clerk and the Statement of Accounts for the year ended 31st March 2017.

RESOLVED: (1) to note the position concerning the £12,483 surplus for the year ended 31st March 2017; (2) to note the position regarding the General Reserve, the Capital Fund and the Asset Register; and (3) to approve the Statement of Accounts for 2016/17 and that the Chairman sign the Statement of Accounts on behalf of the Committee.

9/209. 2016/17 REVENUE BUDGET OUTTURN REPORT

Members considered the report of the Town Clerk regarding the 2016/17 revenue budget outturn. Members commented that the report was easy to read and understand.

RESOLVED: (1) to note the report; (2) to note the outturn position of £973,044 (an overspend of £12,484) and the explanation of significant variances; (3) to approve the carry forwards as identified; (4) to note the final outturn position once including the items from (3); (5) to note the Earmarked Reserve Balances; and (6) to note the Unallocated General Fund Balance.

9/210. MAYORS ACCOUNT

Members considered report of the Town Clerk. Discussions were held on the information presented and it was felt that the analysis of the expenditure could be further broken down.

RESOLVED: (1) to note the report and its findings; (2) to analyse expenditure further to include but not limited to mileage, subsistence, contributions (e.g. church collections, raffles, fete stalls etc.), individual civic events; and (3) that the Town Clerk create a spreadsheet for the Mayor to complete so that expenditure can be categorised.

9/200. FORWARD PLAN

To approve the forward plan as detailed within the agenda with the amendment that a report considering a Mayor's Charity Fund be brought to the September meeting of this Committee.

Members enquired whether a Budget Setting Workshop would be held again as they had found it very informative. A date has been set for 24th October 2017 at 6pm.

RESOLVED: to approve the forward plan with the above-mentioned amendment.

7:58pm - Cllr P Lock left the meeting and did not return.

Meeting closed at 8:05pm.

Signed: (Chairman) Date