



DOVER TOWN COUNCIL

Minutes of the meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held on MONDAY 19th JUNE 2023 at 6.00pm in the Town Council Offices, Maison Dieu House, Biggin Street, Dover.

PRESENT

Councillor Bedi	Councillor Defriend
Councillor Biggs	Councillor Jones (Town Mayor)
Councillor Bird	Councillor Kember
Councillor Bradley	Councillor Lamoon
Councillor Brivio	Councillor Sawbridge
Councillor Calder	Councillor Shread
Councillor Collins	Councillor Verrill
Councillor Collor	Councillor Mrs Wanstall
Councillor Cowan	Councillor Wanstall

Councillor Jones took the chair for the start of Agenda item 1.

28. APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN

The Committee considered the appointment of a Chair and Vice-Chair for the 2023/24 Municipal Year.

Councillor Biggs proposed and Councillor Kember seconded the motion that Councillor Cowan be appointed Chair of the Committee for the 2023/24 Municipal Year.

Councillor Defriend proposed and Councillor Mr Wanstall seconded a motion that Councillor Lamoon be appointed Chair of the Committee for the 2023/24 Municipal Year.

Councillor Lamoon then took the chair.

Councillor Brivio proposed and Councillor Verrill seconded the motion that Councillor Bird be appointed Vice-Chair of the Committee for the 2023/24 Municipal Year.

Councillor Mr Wanstall proposed and Councillor Sawbridge seconded a motion that Councillor Collor be appointed Vice-Chair of the Committee for the 2023/24 Municipal Year.

RESOLVED: That Councillor Lamoon be appointed Chair and Councillor Collor be appointed Vice-Chair of the Finance & General Purposes Committee for the 2023/24 Municipal Year.

Chairperson

29. APOLOGIES FOR ABSENCE

No apologies for absence were received.

30. DECLARATIONS OF INTEREST

Members present made no declarations of disclosable pecuniary and/or other interests as required by law.

31. MINUTES

The Committee noted the approved Minutes of the meeting of the Finance & General Purposes Committee held 23rd November 2022 as resolved in Minute No: 194 at the Full Town Council Meeting held 18th January 2023.

RESOLVED: That the Minutes of the meeting of the Finance & General Purposes Committee held on the 23rd November 2022 be signed by the Chairperson.

32. ANNUAL RETURN 2022/23 & TOWN COUNCIL FINANCIAL INFORMATION

- 32a) The Committee noted the approved schedule of payments for November & December 2022 as resolved in Minute No: 198a at the Full Town Council Meeting held 18th January 2023.
- 32b) The Committee noted the approved schedule of payments for January & February 2023 as resolved in Minute No: 241a at the Full Town Council Meeting held 22nd March 2023.
- 32c) The Committee noted the approved schedule of payments for March & April 2023 as resolved in Minute No: 13a at the Full Town Council Meeting held 18th May 2023.
- 32d) The Committee noted the approved budget out-turn to 30th April 2023 as resolved in Minute No: 13b at the Full Town Council Meeting held 18th May 2023.
- 32e) The Committee noted McCabe Ford Williams' letter of 25th May 2023 concerning their final audit work for the year ending 31st March 2023.
- 32f) The Committee noted the budget out-turn to 31st May 2023.


33. PROGRESS SHEETS

The Committee noted that there were no outstanding items concerning resolutions made by the Finance & General Purposes Committee during 2023/24.

34. COUNCILLORS' WARD GRANTS

The Committee noted the Briefing & Guidance for Councillor Ward Grants.

The Committee noted the current situation concerning Councillors' Ward Grants.

Chairperson


35. REVIEW OF PARISH BASIC ALLOWANCE FOR 2023-25 FOR DOVER TOWN COUNCIL

The Committee considered the Chairperson of the Council's report of 24th May 2023 concerning the review of PBA for 2023-25 for DTC.

RESOLVED TO RECOMMEND:

3.1) That a rate for the Parish Basic Allowance of £600 be paid;

3.2) That a Chairperson's Parish Basic Allowance not be paid;

3.3i) That a rate for mileage and for other travel and subsistence for approved duties outside the Town boundary be set at the HMRC approved rates, reasonable actual expenses incurred for public transport and subsistence or the relevant DDC rates as appropriate;

3.3ii) That no travel and subsistence expenses for approved duties within the Town be paid (with exception of Councillors with special circumstances such as disability);

3.4) That a time limit for the receipt of claims for travel and subsistence be set at 2 months;

3.5) That it is noted that the report of the Panel has been published in accordance with Regulation 30 of the Local Authorities (Members Allowances) (England) Regulations 2003.

36. GOVERNANCE & ACCOUNTABILITY

The Committee considered the Chairperson of the Council's report of 1st June 2023 concerning the review of policies & Governing Documents.

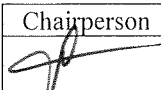
RESOLVED TO RECOMMEND:

36i) That it be noted the Council's investments are unchanged;

36ii) That the Investment Strategy be adopted;

36iii) That the revised Standing Orders be adopted;

36iv) That the revised Financial Regulations be adopted, subject to additional wording to section 10.3, to read, after "appropriate suppliers": "and presenting it to the Full Town Council for agreement on preferred quotation or estimate".

Chairperson


37. DATE OF NEXT MEETING

The Committee noted that the next meeting of the Finance & General Purposes Committee will be held on the 30th October 2023.

Meeting Closed @ 6.34pm

CHAIRPERSON
Councillor J Lamoon

Chairperson
