



**DOVER TOWN COUNCIL**

Minutes of the meeting of the FINANCE & GENERAL PURPOSES COMMITTEE held on MONDAY 30th OCTOBER 2023 at 6.00pm in the Town Council Offices, Maison Dieu House, Biggin Street, Dover.

**PRESENT**

Councillor Bedi	Councillor Kember
Councillor Biggs	Councillor Lamoon
Councillor Bird	Councillor Sawbridge
Councillor Calder	Councillor Shread
Councillor Collins	Councillor Verrill
Councillor Cowan	Councillor Wanstall
Councillor Jones	(From Item 4a)
(Town Mayor)	

**110. APOLOGIES FOR ABSENCE**

Apologies for absence received from Cllrs Brivio, Defriend & Bradley (Personal Commitments) & Cllrs Collor & Mrs Wanstall (Ill Health).

**111. DECLARATIONS OF INTEREST**

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

**112. MINUTES**

Councillors noted the approved Minutes of the meeting of the Finance & General Purposes Committee held on the 19<sup>th</sup> June 2023 as resolved at the Full Town Council Meeting, 12<sup>th</sup> July 2023, Minute No: 23.

**113. TOWN COUNCIL FINANCIAL INFORMATION**

113a) The Committee noted that the schedule of payments for May & June 2023 were approved at the Town Council's Meeting on 12<sup>th</sup> July 2023, Minute No: 25.

113b) The Committee noted that the schedule of payments for July & August 2023 were approved at the Town Council's Meeting on 20<sup>th</sup> September 2023, Minute No: 74a.

Chairperson


- 113c) The Committee noted that the budget out-turn to 31<sup>st</sup> August 2023 was approved at the Town Council Meeting on 20<sup>th</sup> September 2023, Minute No: 74b.
- 113d) The Committee noted the budget out-turn to 30<sup>th</sup> September 2023.
- 113e) The Committee noted that the 2024/25 budget process was underway and that members wishing to make representations should contact the Chair of the committee. The Town Council budget will be resolved at the Full Town Council meeting on Wednesday 17<sup>th</sup> January 2024.
- 113f) The Committee considered the schedule of payments made by the Town Council for September 2023.

RESOLVED: That the schedules of payments made by the Town Council September 2023 be laid before the next meeting of the Town Council in accordance with Standing Order 3(viii).

#### 114. PROGRESS SHEETS

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

#### 115. COUNCILLORS' WARD GRANTS

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

#### 116. EXTERNAL AUDIT 2022/23

116a) The Committee noted the External Auditor's Report & Certificate 2022/23.

116b) The Committee noted that the statutory requirements for publication of the Notice of Conclusion of Audit and the Agar 2022/3 were not met due to the late receipt of the External Auditor's report. However, it was published on the same day it was received, 2<sup>nd</sup> October 2023, 2 days after the statutory deadline.


#### 117. INTERNAL AUDIT 2023/24

The Committee noted McCabe Ford Williams letter of 17<sup>th</sup> October 2023 concerning their recent Internal Audit.

#### 118. GOVERNANCE & ACCOUNTABILITY

The Committee considered the Chairperson of the Council's report of 9<sup>th</sup> October 2023 concerning the adoption of the Unreasonably Persistent or Vexatious Complaints policy.

The motion was not moved. In accordance with Standing Orders 8c "A motion included in an agenda not moved by the Councillor who tabled it, may be treated as withdrawn". Committee asked that a working group be set up to review the Unreasonably Persistent or Vexatious Complaints policy and bring back revision to a future meeting of the Finance & General Purposes Committee

Chairperson


119. DATE OF NEXT MEETING

The Committee noted that the next meeting of the Finance & General Purposes Committee will be held on Monday 4<sup>th</sup> March 2024 at 6pm.

Meeting Closed @ 6.40pm

CHAIRPERSON  
Councillor J Lamoou

Chairperson
