



EPWORTH TOWN COUNCIL

## FINANCE COMMITTEE

Local Government Act 1972 section 101

Committee members: Cllr Johnson, Cllr Mitchell

Cllr Stewart, Cllr J Whittaker

Cemetery Lodge  
Burnham Road  
Epworth  
Nr. Doncaster  
North Lincolnshire  
DN9 1BY

Minutes of a Finance Committee meeting of Epworth Town Council held on  
**Tuesday November 26th, 2019 7.30pm at Cemetery Lodge.**

Tel: (01427) 872086

The following paragraphs were taken as read:

**Public Participation session:** Residents are invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration.

**(Members of the public are reminded that each presentation should take no more than three minutes).**

**This Council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting by means of the recording and expresses hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any member of the public who may be present who do not wish to be filmed or recorded.**

1. **To record** the names of members' present. Cllr J Whittaker Committee Chairman; Cllrs Johnson & Mitchell.
2. Apologies for absence were received from Cllr Stewart.
3. **To receive declarations of interest** (*existence and nature with regard to items on the Agenda Localism Act 2011*). None declared.
4. **To receive notification of dispensations** approved by the clerk with reference to items on the agenda (*Code of Conduct and Localism 2011*). None requested.
5. **Internal Control: To receive** for approval and recommendation to full council the October 2019 account and budget sheets and copy bank statements. **RESOLVED** clerk to check figures for MKS Groundcare. Copy October budget sheet required for full council.
6. **Financial Regulations:** to receive a draft copy and discuss amendments starting at item 6.11 on page 10 (*copies attached*). Item deferred.
7. **Internal Auditor:** to receive copy correspondence and instruct the clerk on a reply. **RESOLVED** clerk to write back and confirm employment of R Dixon Public Sector Audit on the same basis as last year.
8. **HSBC:** to receive a copy letter from HSBC re banking charges and resolve the best option with recommendations to full council. **RESOLVED** recommend to full council to accept change to Electronic Banking Tariff (*this does not mean we have to move to electronic banking*).
9. **Budget preparations:** to receive information from the clerk (including committee figures) in preparation for the 2020/2021 budget. **RESOLVED** DRAFT budget figures to December meeting of the council for discussion.
10. **VAT April/May/June 2019:** to discuss the arrangements for 2 councillors to check the VAT return figures before being sent off by the clerk. Clerk to arrange with councillors.
11. **To resolve** "items for facebook" Christmas Lights switch-on.  
**To record** the closure of the meeting at 9.45pm.

cm28.11.19

Signed.....Dated.....

Clerk: Caroline Maguire Tel: 077343 86628  
9 a.m. – 5.00 p.m. Monday – Friday  
E-mail: epworth.council@btconnect.com



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