



## **FINANCE & GENERAL PURPOSES COMMITTEE**

A meeting of the Beaminster Town Council Finance & General Purposes Committee will be held in the Skyrm Room, Public Hall on Tuesday 19<sup>th</sup> November 2019 at 7.00pm.

Town Clerk  
13<sup>th</sup> November 2019

### **A G E N D A**

#### **1. APOLOGIES FOR ABSENCE**

#### **2. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 9<sup>TH</sup> JULY 2019 (*attached*)**

#### **3. DECLARATIONS OF INTEREST**

To **NOTE** dispensation granted to all Councillors, with the exception of Cllr Mrs Cooke, to permit members to discuss matters pertaining to the precept.

#### **4. ELECTION OF VICE CHAIRMAN**

#### **5. GRANT APPLICATION**

To **CONSIDER** the following grant applications:

- (a) **St John Ambulance** – to **CONSIDER** a request for financial support for the work they do in Dorset
- (b) **Yarn Barton Community Centre** – to **APPROVE** the release of the grant funding in the sum of £2,000

#### **6. BANKING SERVICES**

##### **(a) Bank Charges**

Correspondence received from HSBC advised it had undertaken a review of the Council's account activity to ensure the best tariff was being offered. The results indicated that the current tariff would be the most effective unless the Council were to move towards electronic banking where there were savings to be made. To **CONSIDER** the findings of the Town Clerk's online comparison with other major banks.

- (b) **Bank Mandate** – to **AGREE** and **SIGN** new bank mandate

- (c) **Business Online Banking** – To **CONSIDER** and **RESOLVE** transaction restrictions/limits and authorisation.

In order to complete the registration for online transactions the Council has to set –

- an overall daily payment limit – this limit would cover the entire transactional activity for the business day, based on recent transactions it is unlikely to exceed £6,000 however with the larger projects lined up perhaps it could be set at £20,000
- daily limit for bill payment transactions – this is a single payment to a single beneficiary I think it is unlikely that we would need to make more than 10 payments in a day as I only envisage these payments as emergency or online payments.

However if the Council wishes to reduce its bank charges further it might wish to consider making all its payments by online banking in which case the limits in both cases would need to be much higher.

## **7. Audit Services**

To **NOTE** correspondence received offering Internal Audit Services and to **CONSIDER**, in the interests of best practice, whether to obtain comparison quotation.

## **8. PROVISION OF A PUBLIC TOILET IN MEMORIAL PLAYING FIELD**

As part of the Lottery application initial visit the advisor enquired whether there were public toilets for the users of the field. To **CONSIDER** whether the Council might provide facilities and whether it could be included in the funding application.

## **8. BUDGET COMPARISON (*attached*)**

- (a) To **NOTE** the actual against budget (Column A) position at 30<sup>th</sup> October 2019
- (b) To **NOTE** the projected budget forecast at 31<sup>st</sup> March 2019 and **CONSIDER** any amendments (Column B)
- (c) To **CONSIDER** budget forecast for 2020/21 (Column C)

## **9. DATE OF NEXT MEETING**

The date of the next meeting - Tuesday 17<sup>th</sup> March 2020