



## Minutes of Crediton Town Council's Council Affairs and Finance Committee held on Tuesday 13 July 2021 at 19.00, at Old Landscore School, Greenway, Crediton

**Present:** Cllrs J Harris (Chairman), F Letch, E Brookes-Hocking, Jim Cairney and S Huxtable

**Apologies:** Cllrs Ross, Zorlu and Martin

**In Attendance:** Rachel Avery, Town Clerk

### 29 To receive and accept apologies

The meeting was opened at 19.00. It was **resolved** to receive and accept apologies from Cllrs Ross, Zorlu and Martin. (Proposed by Cllr Brookes-Hocking).

### 30 Declarations of Interest

Cllr Letch and Cairney declared that as members of more than one authority, any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

### 31 Public Question Time

There were no members of the public present.

### 32 Order of Business

There were no changes.

### 33 Chairman's and Clerk's Announcements

There were no announcements.

### 34 Council Affairs Committee Minutes

It was **resolved** to approve the minutes of the Council Affairs and Finance Committee meeting held on 22 June 2021, as a correct record (Proposed by Cllr Letch).

### 35 Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 01 April 2021 – 13 July 2021 inclusive and to receive the bank reconciliation schedule of payments and receipts had been issued prior to the meeting

The schedule of payments and receipts had been issued prior to the meeting, up to 31 May 2021. It was **resolved** to approve the payments and receipts detailed and to accept the bank reconciliation. (Proposed by Cllr Letch).

**36 To review the banking signatories for all Crediton Town Council bank accounts**

It was **resolved** to remove Cllr Downes as a signatory, and to add Cllrs Cairney and Huxtable. (Proposed by Cllr Brookes-Hocking).

**37 To consider the opening of a new bank account with Unity Trust Bank**

It was **noted** that the Town Clerk had confirmed with The Co-Operative Bank that two authorised users would be able to approve payments set up by the Town Clerk, and therefore it would not be necessary to change the day-to-day banking account. Discussion surrounding the need to reduce funds in some of the accounts took place and Cllr Huxtable would meet with the Town Clerk to discuss this, ready for consideration at the next meeting.

**38 To allocate appropriate budgets to committees**

It was **agreed** to defer this item to the next meeting.

**39 To agree the date of the next meeting – Tuesday 14 September 2021 at 19.00**

The meeting date was noted. The meeting was closed at 19.17

Signed .....Chairman

Dated.....