

Filey Town Council

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Minutes of the **Finance & General-Purpose Committee** meeting held on **Monday 14th April 2025** at the Council Offices, 52a Queen Street, Filey.

Committee Members Present: Cllr C Adnitt (Chairman) Cllr Mike Cockerill, Cllr K Hubbard Cllr J Robinson and Cllr J Scotcher-Husband.

Meeting Clerk: Mrs Audrey Adnitt, Deputy Town Clerk

Also Present: n/a

Minutes

No	Item
F47/24.25	Apologies Apologies were received from Cllr J Houlden-Banks who had a family bereavement.
Procedural Items	
F48/24.25	Declarations of interest There were no declarations of interest at this meeting.
Business Items	
F49/24.25	Minutes of the previous meeting held on 4th March 2025 These minutes were AGREED to be a true and accurate record of the meeting.
F50/24.25	Quarter 4 Budget Monitoring Report Members were asked to consider the income and expenditure for quarter four compared against the total budget. Members considered the information provided and were pleased to note that there was an underspend on the budget figure, primarily due to a reduction in staffing costs. They also welcomed the claiming back of VAT on purchases as this had not been carried out since 2023. It was AGREED to accept the Quarter 4 Budget Monitoring Report.
F51/24.25	Draft 24/25 Accounts Members reviewed and noted the draft accounts provided. Further clarity was sought on some of the reserves listed, and the Responsible Financial

	<p>Officer (RFO) was asked to provide further information on the Filey Town Bus Reserve figure and also the Community Reserve figure.</p> <p>Members welcomed the proposed simplification of the reserves categories in future which they felt would be more accurate and meaningful.</p> <p>Cllr Cockerill provided background information on the £120,000 Allotment Land Sale Capital Reserve. These funds came from the sale of former allotment land (off Scarborough Road) which took place in the 1990's.</p>
F52/24.25	<p>Preparation of the 2024/25 AGAR</p> <p>The Annual Return Accounts for the year 1/4/24 to 31/3/25 were considered and it was noted that the expenditure had increased this year, but this was due to the project to restore the museum which had been very successful.</p> <p>RESOLVED</p> <p>That the 2024/25 AGAR be recommended to Full Council for approval.</p>
F53/24.25	<p>Review of Financial Regulations</p> <p>The NALC Model Financial Regulations were considered. Cllr Cockerill suggested it would be helpful if the Clerk could review the model regulations and make the appropriate adaptations for Filey Town Council's needs. These could then be considered at the next meeting of the Finance and General-Purposes Committee.</p>
F54/24.25	<p>Computer Provision for Members</p> <p>The Chairman had been contacted by a fellow Members who felt that the current laptops provided to Members were unfit for purpose.</p> <p>The current laptops did not have Microsoft word and excel available for Members to use, they were also quite heavy and unsuitable to transport to meetings.</p> <p>Members considered this and agreed that the current laptops were outdated.</p> <p>It was AGREED to ask the clerk to investigate the following:</p> <ul style="list-style-type: none"> • When the current IT providers contract was due to expire and investigate other options for renewal. • Look at options for replacing the current laptops with something more portable which included Microsoft office. • The Deputy Town Clerk's laptop was the only original laptop remaining amongst staff and was nearing the end of its life and so that could be replaced as part of the project.
F55/24.25	<p>Date and time of the next meeting.</p> <p>A provisional date of Monday 7th July at 10.00am was set.</p>

Chairman:

DRAFT