

LYME REGIS TOWN COUNCIL

STRATEGY AND FINANCE COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 3 JULY 2024

Present

Chairman: Cllr P. May

Councillors: Cllr C. Aldridge, Cllr S. Cockerell, Cllr M. Ellis, Cllr S. Larcombe, Cllr C. Reynolds, Cllr D. Ruffle, Cllr G. Stammers, Cllr G. Turner

Officers: N. Cleal (finance manager), A. Mullins (support services manager), J. Wright (town clerk)

24/01/SF Election of Chairman and Vice-chairman

It was proposed by Cllr G. Turner and seconded by Cllr C. Aldridge that Cllr P. May is chairman of the Strategy and Finance Committee.

Cllr P. May was duly **ELECTED** as chairman.

It was proposed by Cllr P. May and seconded by Cllr G. Turner that Cllr C. Aldridge is vice-chairman of the Strategy and Finance Committee.

Cllr C. Aldridge was duly **ELECTED** as vice-chairman.

24/02/SF Terms of Reference

Proposed by Cllr G. Stammers and seconded by Cllr C. Reynolds, the terms of reference were **RECEIVED**.

24/03/SF Public Forum

There were no members of the public who wished to speak.

24/04/SF Apologies for Absence

Cllr P. Evans – illness
Cllr G. Caddy – holiday
Cllr J. Trevena – holiday
Cllr C. Prichard – holiday

24/05/SF Minutes

Cllr M. Ellis left the meeting at 7.04pm.

Proposed by Cllr C. Reynolds and seconded by Cllr C. Aldridge, the minutes of the meeting held on 24 April 2024 were **ADOPTED**.

24/06/SF Disclosable Pecuniary Interests

There were none.

24/07/SF Dispensations

There were none.

24/08/SF Matters arising from the minutes of the Strategy and Finance Committee meeting held on 24 April 2024

Members noted the report.

24/09/SF Update Report

Park and ride

There was concern the park and ride site would be a possible location for travellers and whether the council had any safeguards to prevent this.

The town clerk said it was the landowner's responsibility to secure the site but the council would work alongside them to manage the procedures for dealing with any issues.

Cllr M. Ellis returned to the meeting at 7.08pm.

24/10/SF Strategy and Finance Objectives

Members noted the report.

24/11/SF Cash and Cheque Handling Policy and Procedure

The finance manager said the proposed policy and procedure outlined current practices but officers wanted to consolidate them into one document.

Proposed by Cllr G. Stammers and seconded by Cllr D. Ruffle, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the cash and cheque handling policy and procedure.

24/12/SF The Annual Review of the Fixed Asset Register

Members were concerned assets were listed at their purchase price and how this might affect any insurance claims if assets were not listed at their open market value.

The town clerk said these were the accountancy standards councils had to operate to but when an asset was insured, it was insured at its open market value.

Proposed by Cllr D. Ruffle and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the fixed asset register.

24/13/SF Review of Insurance Cover

As the insurance included cover for assets 'at current value', a member asked what the total value was.

It was agreed this information would be emailed to members.

In response to a member question, the town clerk confirmed officers were satisfied with cover of up to £100,000 for business interruption.

24/14/SF Wedding Package Prices

Proposed by Cllr C. Reynolds and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to agree charges for wedding packages at the Guildhall as follows:

- All inclusive (chair covers, chair sashes, LED candles, fairy lights, table centrepiece, table runner, beach hut) – £99
- Chair covers – £2 each
- Chair sashes – £1 each
- LED candles – £5
- Fairy lights – £5
- Table centrepiece – £10
- Table runner – £2

24/15/SF List of Payments

Proposed by Cllr D. Ruffle and seconded by Cllr C. Aldridge, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the schedule of payments in May 2024 for the sum of £220,435.62.

24/16/SF Investments and Cash Holdings

The finance manager said one of the council's investments would reach maturity soon so officers would look at treasury management options with the chairman and vice-chairman of this committee.

24/17/SF Debtors

Proposed by Cllr G. Stammers and seconded by Cllr D. Ruffle, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential matters relating to relating to the financial or business affairs of any particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

24/18/SF Exempt Business

a) Debtors

Members noted the report.

The meeting closed at 7.28pm.