

**Deal Town Council**  
**Town Hall, High Street,**  
**Deal, Kent. CT14 6TR.**  
**Tel: 01304 361999**

**E-mail: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)**

**The minutes of the Finance and General Purposes Committee meeting  
held on 9<sup>th</sup> February 2015.**

**Present:**

Cllr I Killbery – Chairman	Cllr D Cronk
Cllr M Cosin – Vice Chairman	Cllr B Hawkins
Cllr B Frost	Cllr D Murray
Cllr Mrs C Stickler	Cllrs Mrs K Blackburn
Cllr Mrs M Burnham	Cllr E Rowbotham
Cllr W Elliott	

**Officers:**

Lorna Crow – Town Clerk  
Paul Bone - Responsible Finance Officer/Deputy Town Clerk  
Jo Harper – Event Co-Ordinator/Mayor's Secretary  
David Morris – Deputy Premises Officer

**Others: 4 Members of the public present**

1.	<b>Chairman's opening remarks:</b> Cllr Killbery welcomed everyone at 7.15pm to the penultimate Finance and General Purpose Committee meeting before the Elections. He then advised of the fire evacuation instructions.	<b>Actions</b>
2.	<b>Apologies for absence:</b> Cllr J Cronk, Cllr C Tough	
3.	<b>Declarations of interest:</b> None received.	
4.	<b>Minutes of the previous meeting:</b> Members considered the minutes of the previous meeting held on 12 <sup>th</sup> January 2015. RESOLVED: To confirm the minutes of the previous meeting held on the 12 <sup>th</sup> January 2015 as a true and accurate record. (P)DM (S)DC All agreed. The Chairman then duly signed the minutes.	
5.	<b>Responsible Finance Officer's Report:</b> Members discussed the content of the report and thanked the R.F.O for his vigilance regarding the public conveniences contract with DDC. Following further discussion regarding the possibility of dry rot in the Town Hall, Members RESOLVED: to delegate authority to the R.F.O in liaison with the Town Hall Working Group, the	R.F.O & Town Hall Working Group  IK.

	<p>decision on contractors to go ahead with works if required.(P)MC (S)DM Agreed. Members RESOLVED: to note the R.F.O's report (P)MC, (S)DM All Agreed</p>	
<b>6.</b>	<b>Public Participation:</b> No Comments received	
<b>7.</b>	<p><b>Finance:</b></p> <p>(i) Income &amp; Expenditure figures to 31<sup>st</sup> January 2015– RESOLVED: to note the report. (P)DM (S)MC Agreed</p> <p>(ii) Full Bank reconciliation to January 2015 – RESOLVED: to note the report. (P) MC (S) DC Agreed</p>	
<b>8.</b>	<p><b>Sunday use of the Town Hall</b> – Members considered a request for use on Sunday 6<sup>th</sup> September 2015. RESOLVED: to grant permission for the booking on Sunday 6<sup>th</sup> September subject to staff availability. (P)MC (S)DM All Agreed</p>	Event Co-ordinator
<b>9.</b>	<p><b>Table cloths:</b> Members RESOLVED: to delegate to the R.F.O the authority to purchase 8 table cloths for use at Town Council/Mayoral event's at a price not exceeding £356.20 (P)MC (S)DM Agreed</p>	R.F.O
<b>10.</b>	<p><b>Internal Audit Report:</b> Cllr D Cronk said that the Audit went really well and congratulated the R.F.O on his expertise. Cllr Hawkins added that anyone reading the Audit would be impressed. Members RESOLVED: to note the report (P)MC (S)DM Agreed</p>	
<b>11.</b>	<p><b>Chamber/Committee Room Audio/Visual System:</b> Following discussion Members RESOLVED: to appoint a task and finish group consisting of Cllr I Killbery, Cllr W Elliott, Cllr B Hawkins and the R.F.O to look at systems available and their suitability, and report back to Council. (P)MC (S)DM Agreed</p>	R.F.O
	<p>As there was no further business for discussion the meeting closed at 7.40pm. <b>Date of next meeting:</b> - 9<sup>th</sup> March 2015</p>	
	<p><b>Joanne Harper</b> <b>Mayor's Secretary</b> <b>11 February 2015</b></p>	