

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Rosalind Rice

14a The Square North Tawton.
EX20 2EP
Tel 01837 880121

Minutes of the meeting of the North Tawton Town Council Finance Committee held at the Council Office on **Tuesday 4th June 2013 at 7 pm.**

Present: Cllr Mrs J Morgan
Cllr I MacLeod (Chairman)
Cllr S Whiteley
Cllr N Morgan
Cllrs Mrs D Rice

Cllr Dr P Brickley was in attendance.

1 Member of the public was present.

1. **Apologies for Absence** – Apologies were received from Cllr Mrs J Rosser.
2. **Account 2012/13** The end of year accounts 2012/13 and the overall bank reconciliation were inspected, the Asset Register was discussed and the Internal Auditors report was received. It was resolved that the accounts, overall bank reconciliation and Asset Register be approved. The Audit Commission Annual return was signed by the Chairman of the Finance Committee.
3. **Provision of Tea/Coffee at meetings**
Cllr Dr P Brickley spoke to the Council regarding meetings and consultations, especially Neighbourhood Plan Project Group meetings, (excluding Ordinary Meetings of the Town Council) and felt that we should be offering tea/coffee to the people attending these meetings. Following some discussion it was agreed that 2 Thermos Pump Flasks be purchased up to a maximum £100 and it was also agreed that the Town Council should supply the tea/coffee and milk.
3. **Urgent matters** No matters were raised.

The meeting ended at 7.25 pm.