

LYME REGIS TOWN COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING HELD ON WEDNESDAY 21 JUNE 2017

Present

Chairman: The Mayor, Cllr Mrs M. Ellis

Councillors: Cllr J. Broom, Cllr R. Doney, Cllr D. Hallett, Cllr P. Hicks, Cllr B. Larcombe, Cllr S. Larcombe, Cllr O. Lovell, Cllr Mrs C. Reynolds, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams

Officers: Mr M. Green (deputy town clerk), Mrs A. Mullins (administrative officer), Mr J. Wright (town clerk)

17/21/C Public Forum

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

17/22/C Apologies for Absence

Cllr S. Miller – holiday

17/23/C Disclosable Pecuniary Interests

There were none.

17/24/C Dispensations

There was no grant of dispensations made by the town clerk in relation to the business of this meeting.

17/25/C Internal Audit Report, Visit Four 2016/17

Cllr O. Lovell wished to record his thanks to the finance manager.

Proposed by Cllr O. Lovell and seconded by Cllr B. Larcombe, members **RESOLVED** to note the internal auditor's information comment and the response to that comment, and to note the number and priority levels of recommendations made to the council by the internal auditor over the last three years.

17/26/C Annual Return for the Year Ended 31 March 2017

Cllr S. Williams asked why staff costs had significantly increased since 2015/16.

The town clerk said any changes to the establishment and the staffing budget had been through the committees, but further information could be provided to members, on request. He added the increased costs were due mainly to new staff appointments, annual pay awards, and progression through pay scales.

Cllr B. Larcombe asked if the auditor was satisfied with the level of reserves, which had significantly increased from 2015/16.

The town clerk said the quarterly budget reports to the council had flagged up this movement and anticipated there would be a bigger surplus than expected. He said the auditor had no concerns about this issue and although there was no requirement to hold reserves at a specific level, an amount between 25% and 100% of turnover was considered appropriate.

The town clerk said the council had made a tactical decision to allow the reserves to increase to address any issues which may arise through local government re-organisation in Dorset.

Proposed by Cllr O. Lovell and seconded by Cllr Mrs C. Reynolds, members **RESOLVED** to approve the Annual Governance Statement 2016/17, Section 1 of the Annual Return, to approve the Statement of Accounts 2016/17, Section 1 of the Annual Return, and to authorise the mayor and town clerk to sign the Annual Return on behalf of the council, along with the intermediate review questionnaire, to be submitted to the external auditor.

The meeting closed at 7.10pm.

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