



Minutes of a Finance and General Purposes Committee Meeting held in the Market Hall,

The Square, Holsworthy, 18th February 2026 on at 5.30pm

Present: Councillors; H. Parker, J. Hutchings, J. Allen & P. Brown

In Attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC)

Absentees: No absentees

1677. Public question time

No members of public in attendance

1678. Apologies for absences

Councillors; N. Kenneally & D. De ste Croix

1679. Declaration of Interest

Councillor J. Allen asked Councillors to declare any relevant interests as they arose.

1680. Minutes of the last meeting – to sign and agree the Minutes of the F & GP Committee Meetings held on the 21st January 2026.

Councillor H. Parker proposed the minutes of the meeting held on 21st January 2026 be signed as a true record and be agreed. This was seconded by Councillor P. Brown and approved. (Unanimous).

1681. Matters arising – To consider matters arising from the Minutes of the F & GP Committee Meetings held on the 21st January 2026.

No matters arose from the minutes of the meeting held on 21st January 2026.

1682. To review the Finance & General Purposes Committee Action Plan.

The committee reviewed the Action list noting the following items:

There are currently no updates regarding the promotional film of Holsworthy. Cllr. J. Hutchings noted there may be an update later this week regarding the new lease for the Football club. TDC has contracted out the works to the bus shelter and should receive a timeline of works via email. TC reported that the visit to Bude banking hub to start the arrangements for another bank account has not happened. The importance of face-to-face contact was stressed. TC noted that withdrawal from Skipton was not successful, a letter had been sent by ordinary mail. The forms have now arrived, other delivery options were discussed. TC further reported that when she contacted HSBC to find out how larger payments could be made (for instance £35k to TDC for the MUGA) they informed her that the bank does not operate to the same payment constraints as the Financial Regulations. Committee requested that a new cheque book for HSBC be ordered. Cllr Hutchings suggested that to resolve all these problems, a visit to Exeter (or Plymouth) should be arranged, the objectives being to firstly talk to Skipton about withdrawal arrangements (an appointment will be necessary for this as it is only a small branch). Secondly to talk to HSBC about the mandate for approvals of larger payments. Thirdly to contact another bank (Barclays was suggested) for a third bank account. Cllr Allen agreed to send email confirming these objectives. Committee agreed that the working party should include TC and Cllrs Hutchins, Allen and Parker.

1683. Account payments/receipts and Budget Review – To examine and agree the accounts.

The Committee reviewed the current finances and Cllr J. Hutchings suggested setting up another separate bank account for example parks budget. Discussion ensued. Cllr P. Brown noted that it would legally need to be its own entity. Cllr. J. Allen noted adjustment concerns regarding the current internal auditor. TC advised that the items being discussed were not on the agenda. Discussion ensued. The committee felt a second opinion regarding the internal audit would be appropriate. Cllr. P. Brown suggested sourcing quotes from several internal auditors. TC advised the committee that the internal auditor has been booked for 2025/26 in line with legislation timelines. Discussion ensued.

The committee recommended any decisions regarding the internal auditor go to Full Council to be agreed.

Councillor H. Parker proposed the Finances for January are a true record and be agreed. This was seconded by Councillor J. Allen and approved. (Unanimous)

1684. To discuss and agree the transfer of funds from the Parks budget to the Replacement Parks Equipment reserve as requested by the Parks Committee.

The committee briefly discussed the transfer of funds from the parks budget to the replacement parks equipment reserve as requested by parks committee. The committee asked to defer this decision until March Finances & General Purposes committee meeting.

1685. To consider the Council’s Risk Register for 2026/27

The committee reviewed and noted the Risk Register for 2026/27. Cllr J. Allen recommended several adjustments. TC ask that any amendments be sent via email prior to Full Council approval.

1686. To give an update on Penrose Terrace.

The TC informed the committee that the tenant reported damp in the roof; contractors visited the site in December and completed repairs. A Dehumidifier has been loaned to the tenant to assist with the damp as per new legislation and the office is in the process of organising a chimney sweep to clean 1 chimney at the property.

1687. Town Clerk’s Report

The TC had no further information to report to the committee.

1688. Exchange of information

There was no additional information exchanged.

1689. Close

Councillor J. Allen closed the meeting at 19:06

Signed _____

Date _____