

Brixham Town Council

Minutes of the Meeting of the F&GP Committee

held in The Furzeham Meeting Room, Brixham Town Hall on 7th February 2018 at 7.00 p.m.

Present: Cllrs P Addison, R Clarke, M Day, D Giles and J Stock.

Also present: Tracy Hallett, Town Clerk; Cllr V Campbell and seven members of the public

A representative from the Brixham Pirates Committee advised that they are £6,500 short from their target. They feel that they will be able to raise money between now and the festival for any shortfall if they are able to receive a grant from the Town Council. They do not want to commit to a festival until they have sufficient money to run it.

Members had the opportunity to ask the Pirate Committee questions.

Cllr Campbell spoke to members on behalf of the Mental Health Working Group. Over the last 7 months there have been a large number of suicides in Brixham. They have identified preventative support to help people within the community. Working with local charity Step One who have experience of working within this sector and training courses.

Members had the opportunity to ask questions.

18010. Apologies for absence through the clerk.

Apologies were received from Cllr I Carr.

18011. Declarations of Interest.

None.

The Declarations of Interest register was available to sign.

18012. To consider any requests for Dispensation on agenda items.

None.

18013. Minutes and confidential notes of the meeting held on 10.01.18

The minutes and confidential notes of the meeting held on 10.01.18 were **resolved** and signed as a true copy with the following correction:

Churston Woods: Correction of typing error of 'quite' to 'quiet'.

18014. To consider payment of the invoices contained in the Expenditure Transaction Approval List.

All invoices were considered, and it was **resolved** to pay the invoices as detailed on the approval list.

18015. To discuss and note the bank statement and expenditure against budget report.

The statements and expenditure against budget and Town Hall reports were discussed and noted. Members were advised of the balances on the 32 day notice account, Business Instant Access account, CCLA Deposit Fund and Cambridge and Counties account and that all bank statements were to remain confidential.

Emergency Item: 2018/19 Budget

It was reported that the percentage increase for the 2018/19 budget was incorrectly calculated due to an error in the system. The total precept agreed is correct and the amount of increase per week is correct. The error has occurred in the calculation for the increase

percentage between 2017/18 and 2018/19 budget and instead of being 7.24% as announced, the increase was 14.52%.

Members discussed the options available and following a discussion it was **resolved** that a further £10,000 is moved from reserves into the budget to show an increase of 10.58% changing the overall precept £280,852. This results in a weekly increase of 7p rather than the announced 10p

18016. To note the bank reconciliations

Cllr Day was due to come into office. Unfortunately, due to sickness the meeting had been cancelled. A new date will be rearranged and the results will be reported at the next meeting.

18017. To consider advertising the available office space within the Town Hall

Members considered the contents outlined in report 10/2018 and **resolved** to instruct Zoopla for a trial period of six months.

18018. To hear an update on the Information Point

Members were advised that the room in the museum had been decorated, the Kiosk, new desk, leaflet display and anti-slip mat had been ordered. Members also discussed the content of information to be held on the Kiosk and agreed that they should include links to various services of Torbay Council and local festivals as well as seeking local businesses to advertise. It was **agreed** that members will email the Clerk with any ideas that they feel should be included on the kiosk.

Cllr Giles reported that he had contacted Torbay Council regarding the information sign. However, it was proving more complicated than first anticipated. Torbay Council have advised that visitors would get confused if there were two information signs pointing in different directions due to there already being a point on The Quay. It was agreed to contact the owner of the shop on The Quay to identify if they were going to continue to operate an information point. In the meantime, an 'A' frame will be put outside the museum and quotes will be obtained to erect an information sign on the Museum building.

18019. To consider any grant applications, grant feedback and Community Project Fund requests.

Brixham Town Council Mental Health Working Group

Members support the objectives of the working group. Concerns were again raised that the services the group wish to offer is a Statutory Duty of Torbay Council and/or NHS which could lead to an argument of double taxation.

It was **resolved** to support the following parts of their grant application to the value of £3,000 with the Town Council providing the training rooms and will do a press release to advertise and support the initiative. The fund will come from the Community Projects fund.

- Step One set up – Supplies for the set-up costs for self-management courses in Brixham
- Step One / Devon Recover Learning Community – Room hire for training course
- Volunteer costs for 32 volunteers
- App / Website start-up costs

Brixham Pirate Festival

It was **resolved** to award £5,000 to the Pirate Festival. It was further **resolved** that emphasis that should be put on the businesses and Torbay Council to contribute towards the event. This fund will come from the Community Events fund.

Brixham Gig Club

Members were advised of the email received from the Brixham Gig Club explaining why there was a difference of fund requests between their original and revised application.

Members agreed that they were satisfied with the reasons.

18020. To consider and agree a Service Level Agreement for those requiring financial support as outlined in the 2018/19 Precept

It was agreed to set up a template SLA and hold a policy working group meeting to consider each group and what would be expected of them for the financial support provided by the Town Council.

18021. To consider a request for financial support from Brixham Peninsula Neighbourhood Forum

Members were advised that Brixham Peninsula Neighbourhood Forum (BPNF) were advised by Torbay Council that they would receive £10,000 if they allocated if they produced plans, maps and appraisals and allocate the same quantity of sites that met Torbay Council's Local Plan target. The BPNF duly carried out request which incurred additional costs. However, they were not concerned as Torbay Council had agreed to grant them the money. Unfortunately, due to changes of personnel, receiving the grant from Torbay Council is proving to be more difficult than lead to believe and do not have sufficient funds required to take the submitted plan to the referendum stage. Members were asked to consider loaning the forum £10,000 whilst continuing to contest the grant with Torbay Council.

Members were made aware of correspondence sent from Brixham Town Council to Torbay Council along with a request to ask the following question at their Full Council meeting on Thursday 22nd February if the grant is not forthcoming.

Brixham Town Council submits this question in its capacity as the Approved Body for the Brixham Peninsula Neighbourhood Plan area.

Torbay Council officers have kindly confirmed to us in correspondence that the Brixham Plan was offered £10,000 by Mr Pat Steward and Cllr David Thomas in relation to the allocation of sites.

Forum members first requested this money on 27 September 2017 and this request has been repeated several times, most recently on 16 January 2018 when it was stressed the request was "urgent".

The Brixham Plan needs this money to pay for specialist assistance at the examination as it appears barristers and planning experts will be in attendance representing other parties and there needs to be equality between the parties. The examination is due to be held between 9th April and 27th April 2018.

Could Torbay Council please clarify when this money will be transferred to Brixham Town Council?

In asking, we stress the provision of the money after the examination as recommended by Officers in e-mail to the Mayor on 28 November 2018 is unacceptable.

In principle members resolved that the Town Council would support the BPNF. However, would need to know the latest date that BPNF would require the money. They also felt that if the grant was not forthcoming then this should be highlighted in the press.

18022. To consider any allotment issues

Members considered report 08/2018 and resolved to appoint Hi-Line to carry out a full tree inspection all allotment sites with re inspections thereafter, as recommended by the Arboriculturist.

18023. Items for the next agenda

- Information Point
- Museum

18024. It was resolved that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

The meeting closed at 9.15pm

Chairperson Date