

Brixham Town Council

Minutes of the Meeting of the F&GP Committee held in The Furzeham Meeting Room, Brixham Town Hall on 4th April 2018 at 7.00 p.m.

Present: Cllrs P Addison, I Carr, R Clarke, D Giles, Cllrs V Campbell and S Clutterbuck.
Also present: Linda McGuirk, Deputy Town Clerk.

18036. Apologies for absence through the clerk.

Cllrs M Day, J Regan and J Stock. Cllrs Campbell and Clutterbuck were substitutes.

18037. Declarations of Interest.

Cllr Clarke declared a pecuniary interest in items 5 payment of invoices.

Cllr Addison declared a pecuniary interest in item 5 payment of invoices.

The Declarations of Interest register was available to sign.

18038. To consider any requests for Dispensation on agenda items.

None

18039. Minutes of the meeting held on 07.03.18

The minutes of the meeting held on 07.03.18 were **resolved** and signed as a true copy with the following minor correction:

18026 amended Cllr Addition to Cllr Addison.

18040. To consider payment of the invoices contained in the Expenditure Transaction Approval List.

Cllr Clarke left the chamber. It was **resolved** pay Cllr Clarke's expenses.

Cllr Clarke was invited to return to the chamber.

Cllr Addison left the chamber. It was **resolved** pay Cllr Addison's invoice.

Cllr Addison was invited to return to the chamber.

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

18041. 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.

Members were concerned about the minus figures shown against some budget allocations and requested an explanation on how the information is presented. It was **agreed** to include an agenda item for the next meeting to provide training to members to ensure better understanding.

18042. To consider any grant applications, grant feedback and Community Project Fund requests.

Lynne Peets

Members considered the application and it was **resolved** to grant the application from the Community projects fund. Members requested that any future applications on behalf of Middle Street should provide evidence of match funding and include significant input from

the traders. Detailed information of any funding should also be provided including detailed breakdown of contributions.

Fairtrade Working Group: feedback has been received and a letter of thanks was read to the members.

A separate letter has been received from the Fairtrade Group requesting the remainder of the £250 grant allocated for the Fairtrade lunch, to help cover the costs associated with the visitors from Kenya to Brixham. It was **agreed** to release the remaining funds after the cost of lunch and room hire have been deducted.

18043. To hear an update on the Information Point

The deputy clerk updated members on the current problems experienced with Elephant Kiosks. A start date has been agreed for the Information point member of staff. Members are concerned that payment has been made but the goods have not been received. It was **agreed** to contact Elephant Kiosks again by telephone to confirm a definite delivery date. If a delivery date is not confirmed by telephone an official letter should be sent. Discussion took place about the costs which are being incurred due to the delay.

18044. To consider any allotment issues

Tree Inspection report

Hi Line Tree Consultancy have completed the Tree condition survey and risk assessment for all allotments sites. The report was discussed.

Members further discussed a tree planting scheme for the allotments and suitable space should be considered for tree planting. Discussion took place on the future management of the allotments and it was **agreed** a detailed report is required on the 'Future of allotments'.

Request for a skip at Dixons Land

A request for a skip has been received to assist plot holders with removal of glass etc and help prepare for the growing season. Investigation into the cost of a skip is required. Members discussed the idea of organising a Working Party day where a skip is there for one day, which would reduce the risk of the skip being abused.

Wall Park

Members of the Wall Park Allotments Association requested a meeting regarding a health & safety concern. The deputy clerk attend site and met with 4 tenants. Concerns were raised regarding the poor condition of the footpath leading around the football pitch to the allotments. A letter was subsequently sent to all plot holders asking them not to drive to or on the allotments when the ground conditions were poor. Members requested clarification of the right of way, is it by foot or vehicle? Torbay Council as the land owners should be approached regarding the condition of the path. A meeting may be required with Torbay Council and the Football Club to resolve.

18045. To consider an SLA with Kingswear Parish Council

Minor amendments were made to the draft SLA. Members discussed the importance of a press release as this is the first time BTC have sold services to another Council. Cllr Giles will draft a press release. All **agreed**.

18046. To consider a request from Shoalstone Pool CIC

It was agreed to give delegated authority to the Town Clerk to make payments to SP CIC as and when required and within the budget allocation.

18047. To consider a request from Planning & Regeneration Committee regarding Article 4.

Item deferred as request from the P&R committee has not been received yet. An update was provided by Cllr Carr regarding the process.

18048. To present any items for the next agenda

- Information point
- P&R request
- Assets

18049. To agree to exclude members of the public and press

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 8:30pm

Chairperson

Date