

Brixham Town Council

Minutes of the Meeting of the F&GP Committee held in The Furzesham Meeting Room, Brixham Town Hall on 5th September 2018 at 7.00 p.m.

Present: Cllrs P Addison, M Day, D Giles, M Morey, J Regan and J Stock.

Also present: Tracy Hallett, Town Clerk and one member of the public.

18093. Apologies for absence through the clerk.

Cllr I Carr

18094. Declarations of Interest.

None.

The Declarations of Interest register was available to sign.

18095. To consider any requests for Dispensation on agenda items.

None.

18096. Minutes of the meeting held on 01.08.18

The minutes and the confidential notes of the meeting held on 01.08.18 were **resolved** as a true copy with the following change in the minutes:

18088: change 'the' to 'that'.

18097. To consider payment of the invoices contained in the Expenditure Transaction Approval List.

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

18098. To discuss and note the bank statement and financial budget comparison.

The statements and financial budget comparison report 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.

Cllr Stock entered the chamber

Cllr Giles asked why the Projects Income to show the income received for the lengthsman service was not showing in the report. The Clerk reported that she had not had an opportunity to make changes.

Members were advised that there is a projected overspend on all salaries budgets due to increases in the Employers Pay Award. They were advised that the salary budgets allowed for a 2% pay award. However, the lower payscales received over 9% increase. Members were informed of the following projected overspend:

Salary Category	Budget	Projected	Overspend
Staff	£94,000	£100,921	£6,921
Lengthsman	£8,000	£9,102	£1,102
Information Point	£8,000	£10,196	£2,196

18099. To consider transferring funds to a higher interest rate account.

Members consider the following options:

Bank	Account Type	Interest Rate Gross PA	Interest Frequency	FSCS?
Unity Trust	Instant Access	0.40%	Paid Monthly	Yes
Nationwide	95 Day Notice	1.10%	Paid Annually	Yes
Nationwide	95 Day Notice	1.05%	Paid Monthly	Yes
TSB	Instant Access	0.15%	Paid Monthly	Yes
Redwood Bank	95 Day Business Savings	1.60%	Paid Monthly	Yes

Members were advised that whilst Redwood Bank is the better interest, they are a new bank which was only set up in April 2017. Members and the Town Clerk raised concerns about investing savings into a new bank.

Members **resolved** that subject to a better offer, £50,000 should be invested in the Nationwide 95 Day Notice at a rate of 1.10% based on the annual interest.

18100. To consider and agree the 2019/20 budget consultation.

Members considered the draft consultation document, changes were made and it was agreed that the Clerk will update the draft document and email it to all committee members for comment to ensure that it can be put into the October Signal.

18101. To consider any grant applications, grant feedback and Community Project Fund requests.

Friends of the Vigilance

Members **resolved** to grant £5,000 but the funding would not be awarded until such time that the Friends of the Vigilance can confirm they have been awarded the project costs from the major funding source.

Brixham Health Care Working Group

Members discussed the request to allocated funding from setting up a website / app to printing leaflets. It was **resolved** not to change the allocated funding. Members agreed that they were supportive of the work the Community Healthcare Working Group are trying to achieve but felt that the setting up of the website / app was just as important.

18102. To hear an update, consider and agree recommendations from the Town Hall Sub Committee.

Update on the meeting held on 3rd August

Members were advised that the Town Hall Sub Committee met on 3rd August and agreed to:

- Change the name of the Town Hall Innovation Working Group to Town Hall Regeneration Working Group
- Appoint a consultant for the first stage of works on the Town Hall Regeneration with a maximum budget of £15,000
- Appointed FireMaster to carry out a Fire Risk Assessment
- Appointed new contractors for the annual boiler maintenance and servicing
- Appointed contractors to carry out an up to date asbestos survey
- Resolved to give notice to Johnsons Apparelmaster and purchase new mats and a carpet cleaner
- Resolved to appoint a contractor to carry out dry rot treatment in the Scala Hall

Members **resolved** to support the Town Hall Sub Committees resolution to rename the working group and appoint a consultant.

18103. To hear an update on the Information Point

Update on Progress

Members were advised that there were some problems and that the Clerk had a meeting with the Museum to try and resolve them.

Advertising

No further updates to report.

18104. To consider any allotment issues

Update on allotment inspections

No inspections have been carried out since the last meeting.

Annual Rental Agreement Review

All annual rental agreements had been issued

Update on general allotment matters

No further updates

18105. To present any items for the next agenda

- Information point
- Allotments
- Assets

The meeting closed at 8:55pm

Chairperson

Date