

Brixham Town Council

Minutes of the Meeting of the F&GP Committee held in The Furzham Meeting Room, Brixham Town Hall on 3rd October 2018 at 7.00 p.m.

Present: Cllrs P Addison, D Giles, M Morey, J Regan and J Stock.
Also present: Tracy Hallett, Town Clerk and 8 members of the public

18106. Apologies for absence through the clerk.

Cllrs I Carr and M Day

18107. Declarations of Interest.

None.

The Declarations of Interest register was available to sign.

18108. Minutes of the meeting held on 05.09.18

The minutes and the confidential notes of the meeting held on 05.09.18 were **resolved** as a true copy.

18109. 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.

18110. 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 that there were no updates on the balances on the 32-day notice account, Business Instant Access account, CCLA Deposit Fund and Cambridge and Counties account.

The Clerk reported that she is unable to create a sub heading in the Projects budget due to being part way through a year. The Clerk will provide a separate spread sheet to show the income received for the lengthsman service.

The Financial Budget Comparison reported was noted.

It was noted that it was unlikely that the budget expenditure for the community bus is likely to be spent following the re-route of Stagecoach bus route 13. Member requested that the Clerk writes to Torbay Community Development Trust asking for an update.

18111. To consider transferring funds to a higher interest rate account.

An application had been submitted to Nationwide for their 95 Day Business Savings Account. The Clerk is waiting to receive confirmation that the account is being progressed and she will be in contact with the signatories.

18112. External Auditor.

Members were advised of the issues that had recently been

It was resolved that the current internal auditor should be advised that we no longer need his services and the Clerk will email members with quotes from alternative auditors.

18113. 2019/20 budget consultation.

Members considered holding a consultation event and it was resolved that members will hold a consultation in Fore Street where copies of the consultation questionnaire will be on hand to complete.

18114. To consider any grant applications, grant feedback and Community Project Fund requests.

Pirate Festival

*It was **resolved** to suspend Standing Orders*

The Pirate Festival advised that they require approximately £28,000 to run the event and have given themselves a deadline of 26th November. They confirmed that the Brixham Chamber of Commerce have agreed a minimum of £500 and they also have a gofunding page with a total of £1,050 to date. It was **resolved** to award £5,000 subject to the event going ahead.

*It was **resolved** to reinstate Standing Orders*

Brixham Heritage Museum

Members were advised that Brixham Heritage Museum require new Computers and asked if the funding could come from the remaining allocated budget. Members agreed in principle, to the quote, but suggested that they also contact another company to ensure they have a competitive quote.

All Saints Church

Members were advised that All Saints Church had put in their annual request for funding which goes towards the maintenance of the church clock. It was **resolved** to accept the £220 request.

18115. To hear an update on the Information Point

Update on Progress

Members were advised that there had been issues recently in the museum that led to the Clerk removing the Information Assistant for a temporary period. The main problem was due to the Museum Executive Committee not informing their volunteers to the changes that had been agreed between them and the Town Council. Many of the volunteers have taken offense to our Officer being positioned at the desk. The Museum have tried to resolve the issues by holding a training session and by installing a temporary desk for our Officer. This desk is only just large enough to sit a laptop and is not suitable for the longer term. The museum has advised that they plan to build a purpose-built table that will sit both our Officer and their volunteer. However, the Clerk has reported that no plan has been forthcoming at the time of the meeting and is keen to see the plans to ensure that they are suitable for the operation of the Information Point. The current situation has resulted in the Information Assistant only being in the museum on two afternoons a week, which is not what was originally agreed. The Clerk is continuing to liaise with the Museum with the hope that this can be increased to four afternoons a week as originally planned.

The Clerk advised members that the Museum was due to close at the end of October (confirmation of date had not yet been advised) and asked for consideration for the Kiosk to be moved into the Town Hall for the winter period. Members considered this option but **agreed** that the kiosk should remain in the museum. It was further **agreed** that the Clerk should contact the Museum Executive Committee to ask approval to open the museum reception during the winter months to ensure continuity of the information point.

Advertising

No further updates to report.

18116. To consider any allotment issues

Members considered the report and **resolved** to accept the recommendations to install a water supply to Mount Pleasant Allotments.

18117. Date of next meeting

It was **resolved** to change the date of the next meeting from 7th November to 14th November to allow members to attend the annual Remembrance Church Service.

18118. To present any items for the next agenda

- Information point
- Budget
- Allotments
- Assets

The meeting closed at 8:45pm

Chairperson

Date