

# Brixham Town Council

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## Minutes of the Meeting of the F&GP Committee held in The Furzham Meeting Room, Brixham Town Hall on 5<sup>th</sup> December 2018 at 7.00pm

**Present:** Cllrs P Addison, D Giles, J Regan and J Stock.

Also present: Tracy Hallett, Town Clerk

### **18131. Apologies for absence through the clerk.**

Cllr I Carr, M Day and M Morey

### **18132. Declarations of Interest.**

None.

T Hallett declared a pecuniary interest for payment of expenses.

The Declarations of Interest register was available to sign.

### **18133. Minutes of the meeting held on 14.11.18**

The minutes and the confidential notes of the meeting held on 14.11.18 were **resolved** as a true copy.

### **18134. 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.

### **18135. 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.

### **18136. External Auditor.**

It was **resolved** to recommend to Full Council that IAC Auditors should be appointed as the Internal Auditor.

### **18137. 2019/20 budget.**

Members considered the budget and made changes to the draft 2019/20 budget. Consultation responses were reviewed as part of the budget setting process.

### **18138. To consider any grant applications, grant feedback and Community Project Fund requests.**

#### Brixham Theatre

Members queried that the letter does not outline the insurance for equipment or third-party liability. The Town Clerk advised that she had a copy of the insurance policy and will check and report back to the committee. Members advised in principle that they agree to a grant of £1,000.

### **18139. To hear an update on the Information Point**

Members were advised that a new split desk is being designed to ensure that volunteers are accommodated as well as the Information Assistant. In the meantime, further investigation is taking place with options on getting a faster internet connection in the Reception area of

the Museum. Members discussed if the Museum is the most appropriate place and it was agreed to reinvestigate alternative options.

**18140. To consider any allotment issues**

After the allotment renewal period there are 9 vacant allotments. These have all been offered to those on the waiting list and to date:

- 3 have accepted the plot
- 2 have offer letters
- 2 need clearing (Wall Park)
- 1 has been declined
- 1 has not responded to offer letter

Dixons Land has recently had an accumulation of rubbish at the Holborn Road entrance. All allotment holders were contacted to request that they remove any rubbish that they may have place there. They were also asked to report to the Town Council if they witnessed anybody dumping rubbish on the site.

**18141. Date of next meeting**

It was noted that the next meeting will be held on 9<sup>th</sup> January 2019.

**18142. To present any items for the next agenda**

- Information point
- Budget
- Allotments
- Assets

**18143. Part B**

It was resolved to exclude members of the public and press

The meeting closed at 8.26pm

Chairperson ..... Date .....