

# Brixham Town Council

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## Minutes of the Meeting of the F&GP Committee held in The Furzeham Meeting Room, Brixham Town Hall on 6<sup>th</sup> February 2019 at 7.00pm

**Present:** Cllrs P Addison, I Carr, S Clutterbuck, D Giles, M Morey and J Stock  
Also present: Tracy Hallett, Town Clerk

**19010. Apologies for absence through the clerk.**

Cllrs M Day and J Regan. Cllr Clutterbuck substituted onto committee to ensure meeting was quorate.

**19011. Declarations of Interest.**

None.

The Declarations of Interest register was available to sign.

**19012. Minutes of the meeting held on 16.01.19**

The minutes and the confidential notes of the meeting held on 16.01.19 were **resolved** as a true copy.

**19013. 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.

**19014. To discuss and note the bank statement and financial budget comparison.**

The statements and financial budget comparison report were discussed and noted. Members were provided with balances on the 32-day notice account, Business Instant Access account, CCLA Deposit Fund, Nationwide and Cambridge and Counties accounts.

A discussion took place with concerns that another bank was closing in Brixham. It was agreed that a banking hub would be worth pursuing.

The Clerk reported that the debtor reported at last months' meeting has now completed the financial report required from the small claims court. The Clerk reported that the debtor has offered to pay £30 per month.

Members questioned a discrepancy in the comparison report in relation to the budget for the Heritage Museum. The Clerk advised that she knew there was no issues and would check and resolve the problem in the finance package.

**19015. To consider any grant applications, grant feedback and Community Project Fund requests.**

Members were advised that two applications had been received but had not provided sufficient information in order for the Council to consider. The additional information has been requested.

**19016. Grant Policy.**

It was agreed to defer this until the next agenda due to the late arrival of the draft document.

**19017. To hear an update on the Information Point**

The Town Clerk reported that a new desk was being built in the Museum reception. The Chair of the Museum Executive Committee had resigned. A meeting for an alternative option had been postponed due to illness.

**19018. To consider any allotment issues**

Members were advised that there were 4 vacant plots and 2 further plots that need clearing. There had been issues with obtaining quotes which is why they have not been resolved yet.

**19019. Date of next meeting**

It was noted that the next meeting will be held on 6<sup>th</sup> March 2019.

**19020. To present any items for the next agenda**

- Information point
- Allotments
- Assets
- Grants Policy

The meeting closed at 7.55pm

Chairperson .....

Date .....