



# Brixham Town Council

---

## Minutes of the Meeting of Brixham Town Council

held in the Function Room, Brixham Town Hall; 16<sup>th</sup> May 2019 at 7.00pm

**Present:** Cllrs J Regan, A Massey, J Stockman, R Haddock, I Carr, V Fitzgerald, E Hoggart, S Laurie, D Giles and S White.

**Attending:** Tracy Hallett, Town Clerk, and 10 members of the public.

Cllr Regan welcomed members of the public to the meeting.

**19043. To elect a Chairperson.**

Cllr J Regan was elected as Chairperson. The Acceptance of Office was signed.

**19044. To elect a Chairperson.**

Cllr D Giles was elected as Vice Chairperson. The Acceptance of Office was signed.

**19045. Acceptance of Office.**

The Clerk confirmed that all members have signed the Acceptance of Office.

**19046. Apologies for absence through the Clerk.**

Apologies were received from Cllrs Addison and Morey.

**19047. To confirm and sign the minutes as a true record of the meetings held on 25.04.19.**

The minutes and confidential minutes of 25.04.19 were **resolved** and signed as a correct record.

**19048. Civic Award.**

Members were advised that the Community Services Committee recently considered nominations for the Annual Civic Award.

On behalf of the Town Council, Cllr Regan presented the award to Captain Bob Curtis.

**19049. Grants**

Brixham Future

Brixham Future was awarded £1,000 to cover the buffet at the D Day Reception.

Brixham Junior Sailing Club

Brixham Junior Sailing Club was awarded £3,600 to enable them to purchase six sets of sails for their youth training dinghies.

Brixham Town Band

Brixham Town Band was awarded £1,000 to enable them to refurbish their trailer, which is fundamental in transporting seating, PA speakers and heavy instruments and the refurbishment of some of their more expensive and larger instruments.

**19050. To consider and agree a recommendation from Finance and General Purposes Committee.**

Members were advised that this year's insurance premium is £4,387.22. At the last the F&GP Committee considered the insurance policy and queried:

- The Buildings Sum Insured
- Contents insured for furniture and computer equipment
- Insurance for 10 John Chancellor Prints which will be displayed in the Function Room.

The Clerk can confirm that:

- A valuation quote was requested from the Insurance Company who have advised that the value is just below the buildings sum insured in the insurance policy.
- Based on the asset list, the Town Council is adequately insured for contents including furniture and computer equipment
- There will not be an increase in insurance for the display of property not owned by the Town Council, as long as a suitable signed agreement is in place clearly stating the responsibilities of both parties prior to the installation.

It was **resolved** to renew the insurance with Zurich Municipal.

**19051. General Power of Competence.**

It was **resolved** that Brixham Town Council meets the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and **adopted** the General Power of Competence.

**19052. Policies.**

Standing Orders

Members were advised that there were no changes. It was **resolved** to adopt the Standing Orders.

Financial Regulations

Members were advised that there were changes and the document showing the changes were issued with the agenda pack. It was **resolved** to adopt the Financial Regulations.

Financial Risk Management Register

Members were advised that there were changes and the document showing the changes were issued with the agenda pack. It was **resolved** to adopt the Financial Risk Management Register.

Internal Financial Procedures

Members were advised that there were changes and the document showing the changes were issued with the agenda pack. It was **resolved** to adopt the Internal Financial Procedures.

Committee Terms of Reference

Members were advised that there were changes and the document showing the changes were issued with the agenda pack. It was **resolved** to adopt the Committee Terms of Reference.

Grants Policy

Cllr Hoggart advised that she felt the Grants Policy should include the procedure on the criteria required for accepting Funding Agreements. It was **resolved** to adopt the policy and that the policy working group should consider a protocol for funding agreements.

**19053. Election of Members to Committees.**

Members were elected on the Council Committees and Working Groups.

**19054. Election of Representatives for Outside Bodies.**

No members were elected on the Brixham Peninsula Neighbourhood Forum because it was proposed that the Planning and Regeneration Committee should consider the Working Group Terms of Reference at the next meeting.

No members were elected on the Waste Working Group because this had not been fully set up and it was believed that the Plastic and Waste Working Groups should merge into an Environmental Working Group. This should go on the next Community Services Committee to consider.

**19055. Internal Auditor.**

It was **resolved** to appoint IAC Audit and Consultancy Limited for the financial year 2019/20.

**19056. Calendar of Meetings.**

The following meeting dates were agreed:

16.05.19	20.06.19	01.08.19
12.09.19	17.10.19	28.11.19
16.01.20	20.02.20	16.04.20
21.05.20		

**19057. Date of next meeting.**

It was noted that the next meeting is scheduled for Thursday 20<sup>th</sup> June 2019. Cllr Giles, Fitzgerald, Stockman and Laurie gave their apologies.

**19058. Items for future agendas.**

<b>Item</b>	<b>Proposed by</b>
Information Point	F&GP
Town Hall Regeneration	J Stockman
Parking around Brixham (P&R)	R Haddock
Climate Emergency	I Carr
Condition of Social Housing (CSC)	J Stockman
Sustainable Community Act – Invite external speaker	J Stockman
Assets (F&GP)	Advised by Clerk

The meeting closed at 8.50pm.

Chairperson .....

Date.....

**Brixham Chamber of Commerce Executive**

Nothing to report

**Brixham Does Care Executive Committee**

Nothing to report.

**Brixham Fairtrade Working Group**

Nothing to report.

**Brixham Theatre CIO**

The latest meeting took place at the Theatre on 14<sup>th</sup> May where concern was expressed unanimously by the Operations Group that no meeting had taken place between the Town Clerk and theatre team since 12<sup>th</sup> February, with the 12<sup>th</sup> March meeting having been cancelled and the earliest date currently being offered is not available until June. Members felt that such delays were not conducive to good landlord/tenant relations particularly as the long outstanding issue of the theatre's security of tenure remains unresolved, leaving the future uncertain and potential funding bids on hold.

All agreed that the matter is most unsatisfactory and should be resolved as a matter of urgency.

As a result of the delay in securing a meeting several items that were due to be tabled from the last Operations Group meeting in April have not been discussed with the council to date.

The Theatre's AGM has recently been held with the key posts being Jamie Brown (Chair), Vanessa Fitzgerald (Vice Chair), Eleanor Hoggart (Secretary) and Charles Oldroyd (Treasurer).

**Brixham Museum**

Nothing to report.

**Brixham Community Sports Partnership**

Nothing to report.

**Community Flood Plan**

Nothing to report.

**Community Partnership**

Nothing to report.

**DALC Larger Councils**

Nothing to report.

**Torbay Council Events Forum**

Nothing to report

**Youth Genesis**

Nothing to report.