

Brixham Town Council

Minutes of the Meeting of the F&GP Committee

held in The Furzham Meeting Room, Brixham Town Hall on 2nd September 2015 at 7.00 p.m.

Present: Cllrs: P Addison, R Clarke, J Regan, D Giles, M Morey & J Stock.

Also present: T Hallett, Town Clerk and 6 Members of the Public.

A member of the Pannier Market spoke to members about their application to increase their trading days.

15110. Apologies for absence through the clerk.

Apologies were received from Cllr Carr.

15111. Declarations of Interest.

Cllr R Clarke declared a non pecuniary interest on agenda item 11 and 12, but advised that she does have dispensations.

Cllr J Stock declared a non pecuniary interest on agenda item 11 and 12, but advised that she does have dispensation for agenda item 11

Cllr J Stock also requested a dispensation for Shoalstone Pool.

The Declarations of Interest register was available to sign.

15112. Minutes of the Meeting held on 01.07.15.

The minutes of the meeting held on 01.07.15 were **resolved** and signed following the change below:

15102 a. Go out to tender for a market tenancy.

15113. Payment of the invoices contained in Annex 1.

All invoices were considered and it was **resolved** to pay the invoices as detailed below.

Payee	Amount	Cheque no or BACS	Details
Johnsons Apparelmaster Ltd	£138.53	BACS	Rental charges floor mats Town Hall, Scala Hall, BTC offices and Brixham Does Care.
A&D Supplies SW	£127.12	BACS	Toilets
A&D Supplies SW	£9.59	BACS	Cleaning products
A Downen	£20.00	804	Scala Hall refundable cleaning charge.
Brixham Horticultural Society	£20.00	805	Scala Hall refundable cleaning charge.
BATS	£5.00	806	Allotment key refund (donation)
TEDC LTD	£6,600.00	BACS	Hall keeper SLA
Cannings	£140.52	BACS	Replace Fire panel batteries & tested.
Jackson lift	£155.00	BACS	Scheduled Inspections
Greenbarnes Ltd	£2,363.63	BACS	3 x Notice boards
Rockway Records	£20.00	807	Scala Hall refundable cleaning charge.
Crimehalt fire & Security Ltd	£115.20	BACS	Maintenance of CCTV
Mr & Mrs Robinson	£170.00	808	Refundable deposit hire of Scala Hall & Crockery.
Information Commissioner	£35.00	809	Data Protection Registration
BT	£33.70	BACS	Emergency line in lift
Torbay Council	£72.00	BACS	Lift Call Out 21.02.15 (x2)
Torbay Council	£36.00	BACS	Lift Call Out 06.07.15
Total	£10,061.29		

A further payment of £20 to the National Citizens Service for a cleaning deposit refund was also **approved**.

The cheques were then signed by three signatories and verified against the invoices. All invoices due for BACS payments were then initialled by three account signatories.

Payments made by fast payment were approved.

Payments to approve				Date paid
South West Water	£201.88	BACS	Water - Town Hall.	07.08.15
Torbay Council	£3,167.60	BACS	Staff Salaries	31.07.15
Torbay Council	£96.00	BACS	Members allowance	31.07.15
Torbay Council	£2,217.20	BACS	Staff Salaries	05.08.15
Torbay Council	£4.40	BACS	Members allowance	05.08.15
Shoalstone Pool Ltd	£2,000.00	BACS	Contingency Fund	13.08.15
Shoalstone Pool Ltd	£5,319.60	803	Car Park Income (April to July)	25.08.15
Total	£13,006.68			

15114. To consider a request for a refund to Riverford.

Members were advised that the Clerk had written to the traders mentioned in the request from Riverford. Two traders had responded to advise that they had not put pressure on Riverford to move their vehicle. After discussion, it was **agreed** to offer a 50% discount to Riverford on their next booking. It was also **agreed** to write to all Fore Street traders to ensure that they are fully informed of the street trading process.

15115. To discuss and note the Bank statement, expenditure against budget report, Newsletter and Town Hall balance sheets.

The statements, Expenditure against budget and Town Hall reports were discussed and noted. Members were advised of the interest received on the 32 day notice account and that all bank statements issued with agendas were to remain confidential.

15116. To discuss timescales for budget discussions / consultations

It was **resolved** to ask the Community Partnership to run a consultation budget event in October so that the results are available for the November F&GP meeting which will need to be finalised and ready for recommendation to Full Council by the December F&GP meeting.

15117. Grant applications and Feedback

Grant applications were considered and it was **resolved** to grant Brixham Foodbank £2,500 with the condition that they set up a constitution and all required policies to ensure the safety of their volunteers and visitors. Brixham Foodbank will also need to show Brixham Town Council that other areas of funding options have been researched and where applicable, applied for.

15118. To consider a request from the Pannier Market Manager to extend the trading hours to 5 days per week in the Scala Hall.

Members felt that 5 days would curtail other usage and wanted to ensure that Friday was available for weekend bookings. They also raised concern that the cafe was a large proportion of the market and that they would like to see an increase in retail stalls.

It was **resolved** to offer the Pannier Market a 6 month short term tenancy for 3 days per week with the 4th day as a flexible additional day. The tenancy to run from 1st October 2015 – 31st March 2016.

15119. To consider any applications to attend training courses or conferences.

It was **resolved** to accept the requests for the following:

Flood Resilience Conference Monday 28th September for Cllr Clarke

15120. To consider any allotment issues.

All allotment plots had been measured prior to the meeting and it was **resolved** to accept the recommendations in report no. 13/2015 to ensure all allotments were on the same rate. This means that some plots will have a higher increase / decrease than others and it was further **resolved** that these should have a 50% increase / decrease this year with the remaining 50% next year.

Members raised concern with the number of available plots and it was agreed to put an article in the Signal.

15121. To discuss and agree a request received from Shoalstone Pool Ltd.

Members were advised that SPL required £2,000 from the contingency fund to allow them to continue paying the lifeguard wages and the money had been transferred on 21st August. This payment was ratified.

15122. To discuss and consider the addendum to the Management Agreement.

It was agreed to defer this until the next meeting.

15123. To present any items for the next agenda.

Newsletter
SPL Management Agreement Addendum
Budget
Funding request for BrixhamFuture
Funding request for the Community Flood Plan
Youth Council Budget

The meeting closed at 9.45pm

Chairperson

Date