

Brixham Town Council

Minutes of the Meeting of the F&GP Committee

held in The Furzeham Meeting Room, Brixham Town Hall on 3rd September 2014 at 7.00 p.m.

Present: Cllrs: J Stock, P Addison, B Harland, M James & M Morey.

Also present: Ki Barnes, Town Clerk; & 2 members of the public.

Members of the public spoke to the grant application from the Admiral Swimming Company Ltd.

14095. Apologies for absence through the clerk.

Apologies were received from Cllrs R Clarke and C Lomas.

14096. Declarations of Interest.

Cllrs J Stock & R Clarke have a dispensation to consider allotment issues.

Cllrs M Morey and J Stock declared a non pecuniary interest Agenda item 7, grant application from the Admiral Swimming Company Ltd.

The Declarations of Interest register was available to sign.

14097. Grant applications.

After consideration of the grant application it was resolved to award the Admiral Swimming Company a grant of £3,750.

14098. Minutes of the Meeting held on 06.08.14.

With the amendment of minute 14089 to read 'It was **resolved** to research placing £50,000 savings with a bank on a six month access savings account.' the minutes of the meeting held on 06.08.14 were **resolved** as correct and signed.

14099. Committee meeting dates.

It was **resolved** that meetings should be held on the first Wednesday of each month.

14100. 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	Details
Crimehalt Fire & Security Ltd	£115.20	684	CCTV Maintenance
PROTEC FIRE	£160.52	685	Fire Prevention
Total Reach	£240.00	686	Cherry Picker hire
TEDC Ltd	£6,600.00	687	SLA
Denmans Electrical Wholesalers	£28.56	688	Maintenance
H.Cooper Glass Engravers Ltd	£29.55	689	Civic Award
Information Commissioner	£35.00	690	Data Control
Mr R Barnes	£280.00	691	Maintenance
WEMco Ltd	£1,525.97	692	Scheduled Inspections
Jackson Lift Services Ltd	£149.00	693	Scheduled Inspections
Grant Thornton UK LLP	£960.00	694	Audit
National Association of Local Councils	£144.00	695	Cllr training event
Dart Fire	£282.19	696	Town Hall Signs
RGB Building Supplies	£87.05	697	water pipe, Dixon's allots

The cheques were then signed by three signatories and verified against the invoices.

Payments made by direct debit were noted

Torbay Council	£2,784.99	bacs	Salaries July
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Torbay Council	£4,211.49	bacs	Salaries July
Torbay Council	£60.24	bacs	Cllr Allowance July
Torbay Council	£1,493.82	bacs	Salaries August
Torbay Council	£4,241.57	bacs	Salaries August
Torbay Council	£60.24	bacs	Cllr Allowance August
British Gas	£579.55	bacs	Gas - Town Hall
BT	£31.08	bacs	Emergency line in lift
The Sign Maker	£149.55	683	Replace plaques on benches @ Memorial

14101. Bank statement, expenditure against budget report, Shoalstone Pool Expenditure & income report, Newsletter and Town Hall balance sheet.

The reports were discussed and noted. It was agreed to recalculate the paper rent figure for the BTC offices and meeting rooms, based on area and deduct any rental income or use of the meeting rooms under the ‘in kind support policy’.

14102. Training courses or conferences.

The date for the training event was resolved to be 20th October, start time to be confirmed.

14103. Recommendations from the Town Hall Sub Committee

None.

14104. Newsletter printing

It was **resolved** to accept the quote from AC Print.

14105. To consider a Risk Management policy.

A draft document was considered and it was agreed that more detailed risk assessment headings were required and some amendments to the draft policy should be considered at the next meeting.

14106. To discuss a Town Lottery.

To go on the next agenda.

14107. Allotment Issues.

Members were advised that overgrowth and an old fig tree in the Holborn Rd entrance to Dixon’s allotments was to be cut back.

14108. Items for the next agenda.

Savings accounts
Reserves Policy

The meeting closed at 9.07pm

Chairman

Date