



Brixham Town Council

Minutes of the Virtual Meeting of the Finance and General Purposes Committee held on 13th January 2021 at 2.00pm

Present	Cllrs Addison, Haddock, Hoggart, Giles, Massey
In attendance	Tracy Hallett, Town Clerk, Linda McGuirk, Deputy Town Clerk and Councillors Leech and Laurie. It was agreed that Cllr Laurie would substitute for Cllr Carr.
Welcome	Cllr Addison opened the meeting.
Members of the Public	

21000	Apologies for absence through the Clerk None received.
21001	Declarations of Interest None.
21002	Minutes The minutes of 09.11.20 were resolved and signed as a correct record.
21003	Accounts for Payment Due to new financial information received from the Food Bank members discussed whether the final payment of the approved revenue grant should be paid as part of the January expenditure list. It was resolved to honour the agreement and make the final payment to the Food Bank. Cllr Addison queried a payment on page two for Roger Richards Solicitors. The Clerk advised the invoice was for works carried out at Shoalstone Pool and that Shoalstone Pool CIC had already paid the amount to the Town Council. It was resolved to approve the expenditure list.
21004	Financial Budget Comparison Members noted the Financial Budget Comparison report for the period ending 6 th January 2021.
21005	Budget a) To hear an update on the budget consultation The Clerk advised the Consultation is available online (survey monkey) and in the January Signal. Any hard copies of the responses received are manually entered into the online version for ease of reporting. To date 40 responses had been received which is approximately 0.20% of the Brixham population.

	<p>The consultation ends on the 31st January.</p> <p>b) To discuss and consider the draft 2021/22 budget The Clerk reminded members the deadline for Full Council to approve the budget was the 18th February. It was agreed to schedule an additional F&GP meeting on the 27th January to focus on the budget.</p> <p>The Clerk was instructed to write to the CEO of Torbay Council and request the Town Council is passed its portion of the Council Tax Support Grant in 2021/22 which they receive from government on behalf of the Town Council.</p> <p>Members also requested the Clerk writes to the Brixham Ward Councillors to lobby their support.</p> <p>Members discussed the projects identified within the Community Recovery Plan and allocated an approximate budget cost against each area.</p> <p><i>It was resolved to extend the meeting until 16:30</i></p>
21006	<p>Internal Audit Members noted the internal auditors report following the mid-year audit inspection.</p>
21007	<p>Grants Policy Members discussed and considered amendments to the Grants Policy.</p> <p>It was suggested that when organisations apply for a grant they must support their request with up to date reports and financial information to enable money to be allocated appropriately. Without this information the application will not be considered.</p> <p>It was further suggested that page 3, paragraph 23 is amended to reflect that applicants will be notified which meeting their application will be considered at and are encouraged to attend.</p>
21008	<p>Date of Next Meeting It was noted that the next meeting will be held on the 27th January at 2pm and subsequently the 10th February at 2pm.</p>

The meeting closed at 16:30pm

Chairperson Date.....