



Brixham Town Council

First Floor, Brixham Town Hall,
New Road, Brixham, TQ5 8TA

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Town Clerk: Mrs Tracy Hallett

12th May 2021

Dear Councillors

You are invited to attend a meeting of the **Finance and General Purposes Committee**, which will be held at Brixham Town Hall on **Wednesday 19th May 2021** commencing at **6.00pm**. The business that is to be transacted at this meeting is set out below.

If you are unable to attend this meeting, or will be late in arriving, please inform the Council offices as soon as possible.

From 6.00pm to 6.10pm members of the public are invited to give their views and question the Town Council via [Zoom](#) on issues on this agenda or raise issues for future consideration before the start of the Town Council meeting. Members of the public may not take part in the Town Council meeting itself. Please contact the Town Council office for the meeting ID and password.

Attendees should be aware that the proceedings of this meeting are recorded and may be filmed or photographed.

Agenda

1. **Opening of the Meeting**
2. **Election of Chairperson**
To elect a Committee Chairperson
3. **Election of Vice Chairperson**
To elect a Committee Vice Chairperson
4. **Apologies**
To receive apologies and to approve reasons for absence
5. **Declarations of Interest**
In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Town Clerk within 28 days of the change
6. **Minutes**
To consider the approval of the last minutes of the following Committee meetings:
 - a) Finance and General Purposes on 07.04.21
 - b) Town Hall on 30.04.21
 - c) Evaluation on 22.04.21
7. **Risk Assessment**
To discuss and consider the Returning to Face to Face meetings Risk Assessment
8. **Accounts for Payment**
To endorse the accounts paid by BACS and agree the accounts to be paid as set out in the Expenditure Transaction Approval Lists

9. Income

To note the Income Transaction List for the period ending 12th May 2021

10. Income and Expenditure Accounts

To consider and note the following:

- a) Bank statement
- b) Investment and savings balances
- c) Account signatories
- d) Direct Debits and Standing Orders

11. Reconciliations

To nominate a Councillor to check bank reconciliations

12. Cashless Council

To discuss and consider becoming a cashless council (Report 35-2021)

13. Grant Applications

a) To discuss and consider the following applications which were referred to the Community Recovery Task and Finish Group (Report 36-2021)

- i. St. Mary's Park Friends Group
- ii. Brixham Chamber of Commerce
- iii. Youth Genesis

b) To discuss and consider a further recommendation from the Community Recovery Task and Finish Group (Report 36-2021)

14. Town Hall Regeneration Task and Finish Group

To hear an update report from the Town Hall Regeneration Task and Finish Group

15. Year Planner

To discuss and consider the Committee Year Planner

16. Date of next meeting

To consider and agree the schedule of meeting dates

17. Items for future agenda

Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item

18. Exclusion of the Public and Press

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

19. Personnel Matters

To hear an update on personnel matters

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

12th May 2021

Committee Members:

Councillors P Addison, D Blackmore, D Borthwick, D Giles, E Hoggart, J Regan & A Massey