



Brixham Town Council

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

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Town Clerk: Mrs Tracy Hallett

9th June 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 16th June 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. Apologies

To receive apologies and to approve reasons for absence

3. 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

4. Minutes

To consider the approval of the minutes of the last meeting of the Committee on 19.05.21

5. 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

6. Income

To note the Income Transaction List for the period ending 9th June 2021

7. 2022/23 Budget

To discuss and consider the 2022/23 budget

8. Policies

a) To discuss and consider adopting the Disciplinary Policy

b) To review the following policies:

- i. Press and Media
- ii. Social Media

- iii. Anti-Fraud, Bribery and Corruption (Replacing Anti-Bribery and Corruption)
- iv. Complaints Policy
- v. Gifts and Hospitality

9. Town Hall Matters

- a) To hear an update on the Theatre Lease
- b) To discuss and consider a request from Brixham Theatre CIO to reconsider the Function Room charging rate
- c) To discuss and consider a report following the Periodic Electrical Inspection and associated quotes for remedial works
- d) To hear an update on the reopening of the Town Hall

10. Town Hall Regeneration Task and Finish Group

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

11. Personnel Matters

To discuss and consider the Receptionist vacancy

12. Date of next meeting

To note the date of the next meeting which is scheduled for 21st July 2021

13. 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

14. Exclusion of Press and Public

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are 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

15. Confidential Notes

To consider the approval of the confidential notes of the last meeting of the Committee on 19.05.21

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

9th June 2021

Committee Members:

Councillors P Addison, D Blackmore (VC), D Borthwick, D Giles (C), E Hoggart, J Regan & A Massey