



# Brixham Town Council

## Minutes of the Meeting of the Finance and General Purposes Committee held on 21<sup>st</sup> July 2021 at Brixham Town Hall at 6.00pm

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| <b>Present</b>               | Cllrs Addison, Blackmore, Borthwick, Giles, Hoggart, Massey and Regan. |
| <b>In attendance</b>         | Tracy Hallett, Town Clerk and Cllr Haddock                             |
| <b>Welcome</b>               | Cllr Giles opened the meeting  |
| <b>Members of the Public</b> | No members of the public   |

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| <b>21062</b> | <b>Apologies for absence through the Clerk</b><br>Apologies were received from Cllr Borthwick who was self-isolating.  |
| <b>21063</b> | <b>Declarations of Interest</b><br>Cllr Addison pecuniary interest on item 5 of the agenda for a payment to The Handyman.  |
| <b>21064</b> | <b>Minutes</b><br>The minutes of the F&GP on 16.06.21 was <b>resolved</b> and signed as a correct record.  |
| <b>21065</b> | <b>Accounts for Payment</b><br>Members considered the accounts paid by BACS and agreed the accounts to be paid as set out in the Expenditure Transaction Approval Lists.<br><br>Cllr Addison left the chamber whilst item 181666 of the expenditure list was discussed and considered. It was <b>resolved</b> to approve the payment.<br><br>It was <b>resolved</b> to approve the expenditure list. |
| <b>21066</b> | <b>Income</b><br>Members noted the Income Transaction Approval List for the period ending 16 <sup>th</sup> July 2021.  |
| <b>21067</b> | <b>Financial Comparison List</b><br>Members noted the Financial Comparison List for the period ending 16 <sup>th</sup> July 2021.  |
| <b>21068</b> | <b>Grants</b><br><u>Brixham Heritage Museum</u><br>Members agreed that they did not believe the project met the criteria set within the grant policy, with the application being predominantly based on revenue expenditure rather than development of a one-off   |

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|       | <p>project. It was agreed to ask the Museum to provide further information on what grant funding they have applied for, how much they have received and reasons why any applications have been declined.</p> <p>It was <b>resolved</b> to defer the application based on them not meeting the criteria of the grant policy and further information.</p> <p><u>Brixham in Bloom</u><br/>It was <b>resolved</b> to grant Brixham in Bloom £50. It was further agreed that Brixham in Bloom should consider approaching some of the local cafes for sponsoring the judges refreshments and asked to consider what other aspects of the competition could be considered within any future grants to Brixham Town Council.</p> <p><u>All Saints Church</u><br/>It was <b>resolved</b> to grant All Saints Church £250. However, the applicant should be advised that the Council should not be considered for a guaranteed annual grant for the clock.</p> <p><u>Brixham AFC</u><br/><i>It was <b>resolved</b> to suspend Standing Orders to allow a representative from the club to address the Council in respect of their application.</i></p> <p>The representative advised why they were applying for funding and the other grants that they had applied for.</p> <p>Members considered the application and agreed that the Town Council should write to Torbay Council and Bloor Homes to encourage them to financially support the football club.</p> <p>It was further <b>resolved</b> to grant Brixham AFC £2,500 only if Torbay Council agree to match fund by a minimum of £2,500.</p> <p><i>It was <b>resolved</b> to reinstate Standing Orders.</i></p> |
| 21069 | <p><b>Bank Reconciliations</b><br/>This item was deferred until the next meeting.</p>   |
| 21070 | <p><b>Town Hall</b><br/><u>Defibrillator</u><br/>It was <b>resolved</b> to purchase</p> <ul style="list-style-type: none"> <li>• The Heartsine Samaritan Automated External Defibrillator</li> <li>• A lockable cabinet</li> <li>• An AED responder kit</li> <li>• Replacement adult pad</li> <li>• Required signage</li> </ul> <p>It is further <b>resolved</b> that:</p> <ul style="list-style-type: none"> <li>• the AED is registered with NHS South West Ambulance Service Foundation Trust (SWASFT)</li> <li>• Training for Council staff and interested tenants. A best value course will be sourced and if there is a cost, tenants will be</li> </ul>  |

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|                        | <p>charged for the number of spaces they require and ensure that all tenants are trained.</p> <p><u>Business Support Grant</u><br/>It was <b>resolved</b> to allocate £1,000 for a reopening launch to celebrate the Town Hall, its tenants and the community.</p> <p>It was resolved to defer the purchase of the CO2 monitors until there is an understanding of costs.</p> <p><u>Risk Assessment</u><br/>The Clerk updated Members with the changes to the Risk Assessment, which were approved.</p> |                    |
| <b>21071</b>           | <p><b>Town Hall Regeneration Task and Finish Group</b><br/>The last meeting looked at the responses to date. There was a large number of people that had responded to advise that they would like to be part of the Task and Finish Group / be kept up to date. The next meeting has been moved to Friday 13<sup>th</sup> August at 3pm and will be held as a public event, but dependant on COVID cases, it may need to be held on Zoom.</p>   |                    |
| <b>21072</b>           | <p><b>Date of Next Meeting</b><br/>The next meeting is scheduled for 18<sup>th</sup> August at 6pm.</p>   |                    |
| <b>21073</b>           | <p><b>Items for future agenda</b><br/>Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item.</p>   |                    |
| <b>Item</b>            | <b>Reason</b>   | <b>Proposed by</b> |
| Information Technology | Councillor tablets were purchased for a specific task and are not suitable for the current requirements. This should also include suitable technical equipment suitable for recording meetings.   | Cllr Addison       |
| Investment             | Borrowing for investment projects ie Park and Ride  | Cllr Haddock       |

The meeting closed at 19:50

Chairperson ..... Date.....