



Brixham Town Council

Minutes of the Meeting of the Finance and General Purposes Committee held on 18th August 2021 at Brixham Town Hall at 6.00pm

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

21074	Apologies for absence through the Clerk No apologies were received.
21075	Declarations of Interest None.
21076	Minutes The minutes of the F&GP on 21.07.21 was resolved and signed as a correct record.
21077	Accounts for Payment Members considered the accounts paid by BACS and agreed the accounts to be paid as set out in the Expenditure Transaction Approval Lists. It was resolved to approve the expenditure list.
21078	Income Members noted the Income Transaction Approval List for the period ending 12 th August 2021.
21079	Bank Reconciliations Cllr Blackmore advised he had inspected the bank reconciliations for April 2021 – June 2021 and did not have any concerns to raise.
21080	Contactless Payments It was resolved that the Council purchase either the Square or MyPos, whichever is best value at the time of purchase. It is further resolved that the Council absorbs the fee transaction initially. However, at each service review, when discussing the service fee, the Council considers increasing the fees to include the fee transaction.

21081	<p>Town Hall <u>2021/22 budget update</u> The budget was noted. No questions were raised.</p> <p><u>Room Availability</u> It was noted that the Town Hall was full and thanks was given to the Council Officers.</p> <p>Members asked the Clerk to investigate what income could be achieved if the Council office space were to be rented and compare this to rental income that the Council would have to pay if renting office space in the Town Centre. This results of the research should be given to the Town Hall Regeneration Task and Finish Group to consider as part of their regeneration discussions.</p> <p><u>2022/23 Budget</u> Members considered the information provided in report 53-2021 and it was agreed that:</p> <ul style="list-style-type: none"> • 5% increase should be added to the utilities budget • the Council should go out to tender as soon as possible for works required on the external façade of the building • the Town Hall Regeneration T&F Group should consider the proposals in the report and make a recommendation to the Committee as soon as possible 													
21082	<p>Date of Next Meeting The next meeting is scheduled for 15th September at 6pm.</p>													
21083	<p>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.</p>													
	<table border="1"> <thead> <tr> <th data-bbox="411 1310 555 1332">Item</th> <th data-bbox="411 1310 1129 1332">Reason</th> <th data-bbox="1145 1310 1442 1332">Proposed by</th> </tr> </thead> <tbody> <tr> <td data-bbox="411 1344 555 1585">Information Technology</td> <td data-bbox="411 1344 1129 1585">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. Meeting: Budget T&F Group</td> <td data-bbox="1145 1344 1442 1585">Cllr Addison</td> </tr> <tr> <td data-bbox="411 1597 555 1731">Investment</td> <td data-bbox="411 1597 1129 1731">Borrowing for investment projects ie Park and Ride Meeting: BPNP T&F Group</td> <td data-bbox="1145 1597 1442 1731">Cllr Haddock</td> </tr> <tr> <td data-bbox="411 1742 555 1848">Town Hall Regeneration</td> <td data-bbox="411 1742 1129 1848">Report from the Town Hall Regeneration T&F Group meeting Meeting: F&GP Committee</td> <td data-bbox="1145 1742 1442 1848">Cllr Hoggart</td> </tr> </tbody> </table>	Item	Reason	Proposed by	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. Meeting: Budget T&F Group	Cllr Addison	Investment	Borrowing for investment projects ie Park and Ride Meeting: BPNP T&F Group	Cllr Haddock	Town Hall Regeneration	Report from the Town Hall Regeneration T&F Group meeting Meeting: F&GP Committee	Cllr Hoggart	
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The meeting closed at 18:50

Chairperson Date.....