



Brixham Town Council

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

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Town Clerk: Mrs Tracy Hallett

13th October 2021

Dear Councillors

You are hereby summoned to attend a meeting of the **Finance and General Purposes Committee**, which will be held in the **FUNCTION ROOM** at **Brixham Town Hall** on **Wednesday 20th October 2021** commencing at **6pm** to transact the business specified in the following Agenda as set out.

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

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 Vice Chairperson**
To elect a Vice Chairperson
3. **Apologies**
To receive apologies and to approve reasons for absence
4. **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
5. **Minutes**
To consider the approval of the minutes of the last meeting of the Committee on 15.09.21
6. **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
7. **Income**
To note the Income Transaction List for the period ending 11th October 2021
8. **2022/23 Budget**
To hear an update from the Budget Task and Finish Group (Report 61-2021)
9. **Town Hall**
 - a) To hear an update on the Planning Application for the Old Police House and to ratify the decision to accept the amended plan.
 - b) To discuss and consider the criteria for architects quotes
 - c) To discuss and consider the gas and utility quotes (Report 63-2021)
10. **Grants**
To discuss and consider a grant request from Men's Sheds

11. Personnel

- a) To nominate a Member of the F&GP Committee to carry out the Town Clerk's Appraisal.
- b) To consider the draft job description for the vacant post

12. Date of next meeting

To note the date of the next meeting which is scheduled for 17th November 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 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.

15. Rent Reviews

To discuss and consider rent reviews

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

Committee Members:

Councillors P Addison, D Blackmore (C), J Regan & A Massey

Members of the public are invited to view this meeting via Zoom by clicking on the following link:

[Meeting Link](#)

Attendees wishing to be present at the meeting in-person should contact the Council offices with at least 48 hours' notice to register their intent.