

# Brixham Town Council

## Minutes of the Meeting of the F&GP Committee

held in The Furzesham Meeting Room, Brixham Town Hall on 4<sup>th</sup> March 2015 at 7.00 p.m.

**Present:** Cllrs: J Stock, P Addison, R Clarke, B Harland & M Morey.

Also present: T Hallett, Town Clerk and one Member of the Public.

A BATS member addressed the committee advising members and requested a month's free rent due to the recent works taking place in the Theatre restricting the availability for bookings. She went on to advise members of a heritage funding opportunity for future development on the Town Hall.

### 15028. Apologies for absence through the clerk.

Cllr M James.

### 15029. Declarations of Interest.

None.

The Declarations of Interest register was available to sign.

### 15030. Minutes of the Meeting held on 04.02.15.

The minutes of the meeting held on 04.02.15 were **resolved** as correct and signed.

### 15031. Payment of the invoices contained in Annex 1.

All invoices were considered and it was **resolved** to pay the invoices as detailed below.

Payee	Amount	Cheque no or BACS	Details
R & R Construction	£5,005.92	BACS	Works to Theatre fire escape
Tesco.com	£228.00	772	Crockery for Town Hall
Tesco.com	£33.00	772	Glasses for Town Hall
Protec-Fire	£75.18	BACS	Fire extinguisher servicing
Protec-Fire	£231.78	BACS	Fire extinguisher servicing
Protec-Fire	£243.06	BACS	Fire extinguisher servicing
TEDC Ltd	£6,600.00	BACS	Service Level agreement
Brewers	£44.02	BACS	Works to Theatre fire escape
Brewers	£16.98	BACS	Works to Theatre fire escape
Brewers	£51.72	BACS	Works to Theatre fire escape
Cannings	£132.76	BACS	Fire panel fault & investigations
Cannings	£106.20	BACS	Quarterly fire alarm & emergency light testing
Western Web	£54.00	773	Renewal of domain
Western Web	£36.00	773	Editable pages.
Jackson Lift services Ltd	£149.00	BACS	Lift Maintenance
Howdens	£70.19	BACS	Theatre Dressing Room
Howdens	£204.92	BACS	Fire escape exit doors
Howdens	£59.99	BACS	Fire escape exit door frame
Classic Fireworks	£4,200.00	BACS	Firework display
<b>Total</b>	<b>£17,660.04</b>		

The cheques were then signed by three signatories and verified against the invoices. All invoices due for BACS payments were then initialled by three account signatories.

Payments made by fast payment were approved.

**Payments Deferred:**

Payee	Amount	Cheque no or BACS	Details
Torbay Council	£117.32	BACS	3 Replacement deckchairs

<b>Payments to approve</b>			
BT	£32.28	BACS	Lift emergency line
Torbay Council	£5,566.66	BACS	Salaries
Torbay Council	£4,173.64	BACS	Salaries
Torbay Council	£20.08	BACS	Member Allowance
South West Water	£285.63	BACS	Town Hall water
British Gas	£2,923.88	BACS	Town Hall Gas
BT	£32.28	BACS	Lift emergency line
Torbay Council	£3,083.49	BACS	Salaries
Torbay Council	£2,241.02	BACS	Salaries
Torbay Council	£20.08	BACS	Member Allowance
<b>Total</b>	<b>£18,379.04</b>		

**15032. To discuss and note the Bank statement, expenditure against budget report, Newsletter and Town Hall balance sheets.**

The statements, Expenditure against budget and Town Hall reports were discussed and noted.

**15033. Grant applications and Feedback**

A letter from Y.E.S. was read out, giving a feedback from their grant. No further applications had been received.

**15034. To consider setting up delegates and payment limits for the online banking.**

It was **resolved** to set Linda McGuirk up as an additional delegate for online banking in order to set up payment controls on the bank accounts. The payment control will ensure that two people have to authorise all faster payments.

**15035. To discuss local council savings accounts.**

It was **resolved** to transfer £100,000 into the Lloyds Bank 32 day notice account with an interest rate of 0.70% which is to be reviewed in July.

**15036. To hear an update on the noticeboard research**

Nothing to report.

**15037. To discuss BATS proposed plans for the Theatre.**

It was **agreed** that:

The F&GP committee recognises that the plans from BATS are in draft format but it does affect areas outside of their tenancy agreement. The committee recommend to Full Council that a working group is set up, responsible to the Town Hall Sub Committee. This working group will be responsible for looking at the future of the Town Hall complex in its entirety. The working group should ensure that other tenants and relevant outside bodies are invited to attend, where applicable. The Town Council also wishes to acknowledge its continued support for the Foodbank.

**15038. To consider any applications to attend training courses or conferences**

It was **agreed** that Linda McGuirk can attend the New Clerks training course at The Beehive, Honiton in June at a cost of £25 plus vat and travelling expenses.

**15039. To consider any allotment issues.**

Wall Park - It was reported that allotment holders were driving onto the Allotments in wet conditions causing dangerous driving conditions. It was also reported that the rubbish pile is growing.

Dixons – It was reported that the lock at Dixons had been changed. The new lock had been key matched to the old one ensuring that no replacement keys were required.

**15040. To present any items for the next agenda.**

None

The meeting closed at 9.00pm

Chairperson .....

Date .....