

Brixham Town Council

Minutes of the Meeting of the F&GP Committee

held in The Furzeham Meeting Room, Brixham Town Hall on 2nd December 2015 at 7.00 p.m.

Present: Cllrs: P Addison, D Giles M Morey, J Regan, & J Stock.

Also present: T Hallett, Town Clerk and 1 Member of the Public.

15153. Apologies for absence through the clerk.

Apologies received from Cllrs Carr and Clarke.

15154. Declarations of Interest.

Cllr R Clarke and Mrs Hallett declared a pecuniary interest on agenda item 9.

The Declarations of Interest register was available to sign.

15155. To consider any requests for Dispensation on agenda items.

None.

15156. Minutes of the Meeting held on 03.11.15.

The minutes of the meeting held on 03.11.15 were **resolved** and signed with the following changes:

15143 add “for the Function Room” at the end of the first paragraph

15146 add “on a Sunday” at the end of the last paragraph

15151 reword to: “It was **resolved** to employ a handyman to inspect, service and switch off all water troughs on the allotments over the winter months and encourage the use of water butts for this period”.

15157. To consider the draft budget following the budget consultation

A discussion took place regarding writing to Dr Wollaston to ask for help with continuing to campaign for the Government Support Grant in the future and whether this had been agreed at Full Council. It was **agreed** that the Clerk should review the minutes of the Full Council meeting and report back to the committee.

A further discussion took place on the need for a member to attend Torbay Council’s budget consultation on 7th December and the need to also attend Torbay Council’s Priority and Resources Committee meetings on 12th & 13th January 2016.

It was **agreed** to aim to agree the Budget at Full Council on 18th February 2016 and send to Torbay Council on 19th February, with a budget report on the agenda of the January Full Council meeting.

The draft budget was discussed with amendments made.

15158. 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
Wemco	£1,525.97	BACS	Service & Inspection, heating, monitoring
Wemco	£246.96	BACS	Sensor in Theatre room
DALC	£72.00	BACS	Courses/Training
DALC	£30.00	BACS	Courses/Training

RSPB	£24.00	818	Reduction to trade at Christmas Market
Linda McGuirk	£23.10	BACS	Travel to CiLCA training
Christina Winch	£10.86	BACS	Travel to IT training
Sound and Light South West	£300.00	819	Sound provision oat meetings
Amazon	£4.49	BACS	2 x Cream & Milk Jug
Viking	£154.98	BACS	Stationery
Rosemary Clarke	£14.40	BACS	Travel to DALC Exeter
Torbay Council	£180.00	BACS	Service Level Agreement
Denmans	£47.88	BACS	Lamps for Town Hall
Classic Fireworks	£4,200.00	BACS	Christmas Event 2015
Torbay Council	£36.00	BACS	Lift Alarm Call outs
Amazon	£7.59	BACS	Stationery
Wemco	£46.80	BACS	Town Council Offices
South West in Bloom	£18.00	BACS	Civic Services
Tracy Hallett	£26.88	BACS	Travel to Exeter DALC Training
Denmans	£424.41	BACS	ChristmasTree Lights
Johnson Apparelmaster	£181.32	BACS	Rental of Floor Mats
Amberon	£790.80	BACS	Road Closures
Simon Hichisson	£100.00	820	Water tanks at allotments
A&D Supplies	£111.62	BACS	Cleaning Materials
Total	£8,578.06		

Cllr Clarke and Mrs Hallett left the chamber whilst their payments were being discussed and approved.

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 to approve			
SWW	£221.94	BACS	Town Hall water
Becky Scribbins	£30.00	BACS	Reduction to trade at Christmas Market
Pru Preston	£30.00	BACS	Reduction to trade at Christmas Market
Chris Slack	£30.00	BACS	Reduction to trade at Christmas Market
Tally Ho Holidays	£30.00	BACS	Reduction to trade at Christmas Market
Gosh & Absolutley	£30.00	BACS	Reduction to trade at Christmas Market
Laura Murch	£30.00	BACS	Reduction to trade at Christmas Market
BT	£36.90	BACS	Emergency line for lift
Torbay Council	£92.40	BACS	Members allowance
Torbay Council	£3,330.96	BACS	Staff salaries
Torbay Council	£8.00	BACS	Members allowance
Torbay Council	£2,383.54	BACS	Staff salaries
Total	£6,253.74		

Payment of the invoices contained in Annex 2.

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

Payee	Amount	Details
Royal Mail	£1.50	Post & Carriage
Hammer & Nail	£18.86	Padlocks for Scala Hall
Brixham Cobblers	£4.95	Key cutting
Hammer & Nail	£4.99	Nail plugs
Mid devon district council	£1.00	Car park
Mr Hammersley	£5.00	Allotment key refund
Mrs L Copp	£5.00	Allotment key refund
Mr Booth	£5.00	Allotment key refund
Tesco	£2.90	Meeting refreshments
Tesco	£0.68	Stationery
Linda McGuirk	£4.00	Car park
Bastins	£4.49	Civic Award stationery
Vodafone	£5.00	BTC office mobile top up
Bargains galore	£7.98	Netting for seagulls
Hammer & Nail	£5.00	Timber
Tesco	£7.36	Meeting refreshments
Hammer & Nail	£4.94	Screws
Post Office	£2.80	Post & Carriage
Tesco	£0.79	Meeting refreshments
Brixham Cobblers	£1.50	Hall keeper key ring
Mrs Sewell	£5.00	Allotment key refund
	Total	£98.74

15159. 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. Members were advised of the interest received on the 32 day notice account and that all bank statements issued with agendas were to remain confidential.

It was **agreed** to review the cost of printing and delivering the newsletter.

15160. Grant applications and Feedback

None.

15161. To consider any applications to attend training courses or conferences.

Members were informed that the Town Clerk had attended the Budgets and Precept training and found it to be informative and useful. A discussion took place about the digital workshops that are being offered by DALC. It was **agreed** that the Clerk should contact DALC and enquire about training for all Councillors at the Town Hall.

15162. To consider any allotment issues.

It was reported that the water had now been turned off at the allotments and the number of vacant plots had reduced.

15163. Items for the next agenda

Budget issues:

Report from Torbay Council budget consultation

Torbay Council Priorities and Resources Committee – who to attend

Torbay Council proposed budget cuts for Brixham Museum and Admiral Swimming Centre

Torbay Council proposed abolishment of the Harbour Committee

Torbay Council proposed changes to the Connections and Library services

The meeting closed at 9.30pm

Chairperson

Date