

Minutes of a Finance and General Purposes Committee Meeting, held in the Town Council Committee Room, Manor Offices, Holsworthy, Wednesday 24th April 2019

Present: Cllrs. Heaven, Cllr. Hutchings, Cllr. Shepherd & Cllr. Sanders

In Attendance: Town Clerk (TC)

Assistant to The Town Clerk (ATTC)

1098. Apologies for absence

Cllr. Allen and Cllr. Watson

1099. Declaration of Interests

The Chairman requested that Cllrs. declare any interests as relevant matters arose.

1100. Finance and General Purposes Committee Meeting Minutes

Cllr. Hutchings proposed that the minutes of the Meeting held on 27th March 2019 are to be signed as a true and accurate record. This was seconded by Cllr. Sanders and agreed. (Vote 4 For, 0 Against, 0 Abstention).

1101. Matters Arising

Item 1090

The TC confirmed that the Deputy Mayor's Chain of Office name bars are now up to date and asked if anyone could stitch these on the ribbon. Cllr. Shepherd suggested a local trader.

<u>Item 1096</u>

Cllr. Shepherd requested an update on the updated rota or a work schedule of rubbish clearing, recycling etc around the Town. The TC confirmed that she has not yet received a response.

Cllr. Shepherd asked for confirmation as to whether the Christmas Tree needles had been cleared under the benches around the Pump in the Square. The TC confirmed that this had done.

1102. Accounts due for Payment and Budget Review

The TC went through the Accounts due for Payment.

The Market Hall hire is doing well, with several regular bookings, thanks to the ATTC actively promoting the rooms.

A BP card is now being used for obtaining fuel for the Polaris.

Cllr. Shepherd requested clarification of the rental for Penrose. The TC gave an update.

Cllr. Sanders proposed the accounts be paid. This was seconded by Cllr Heaven and agreed. (Vote 4 For, 0 Against, 0 Abstentions).

The TC went through the Budget Sheet. After discussion about the regular grants issued by the Council each year, it was agreed that that all monies given regularly each year would be recorded as a total budget and headed "Annual Grants".

1103. Town Clerks Report

Nothing to report.

Cllr. Heaven proposed that in view of the special or confidential nature of the following business to be transacted, it is advisable, in the public interest, that the public and press temporarily be excluded and they will be instructed to withdraw. This was seconded by Cllr. Sanders and agreed (Vote 4 For, 0 Against, 0 Absentations).

1104. To discuss and agree the grant allocations for the financial year 2019/2020.

A DOI was signed by Cllr. Hutchings

After discussions on each application, the follow	ving grants were awarded.
Holsworthy Cricket Club	£100
Holsworthy Community College	£200
Pre School Playgroup	£100
Friends of Holsworthy Library	£200
Holsworthy Community College PTFA	£200
Holsworthy Netball Club	£150
Holsworthy Has Been Walking Football	£150
Holsworthy Bowling Club	£100
Holsworthy Police	£500
Holsworthy Memorial Hall	£164 – or 2 days' work from Maintenance Operative
Holsworthy Football Club	£100
Holsworthy Scouts	£200
	ions are confidential until they are announced at the Annual
	t Allocations, as listed above, be made for the financial year al which was carried. (Vote 4 For, 0 Against, 0 Abstention)

1105.

		ARCH 2019					
Dete	Davi Ta		Gross	No.44	WAT	D	Budget
Date 07.03.19	Pay To Plandscape	Voucher Internet	£561.28	Nett £467.73	VAT	Reason Maintenance Stanhope Park	Allocation Parks
07.03.19	Acuiti Properties	Internet	£250.00	£250.00	193.55	Rent - Market Storage	Market
07.03.19	SW Locksmiths	Internet	£9.50	£9.50		Bulbs and keys	Repairs & Refurb
07.03.19	Viking	Internet	£25.93	£21.61	£4.32	Stationery	Office
07.03.19	Cornish & Devon Post Ltd	Internet	£196.56	£163.80		Adverts - Grants & Freeman	Advertising
07.03.19	Thomas Fattorini Ltd	Internet	£285.01	£237.51		Deputy Mayor's Bars for Chain	Office
07.03.19	Market Assistant 1	Internet	£50.00	£50.00	211.00	Market Assistant	Market
13.03.19	Gradw ell Communications Ltd	Direct Debit	£10.64	£8.88	£1.76	Telephone calls	Office
13.03.19	Tamar Trading Company L;td	Internet	£25.44	£21.20		Cement	Repairs & Refurb
13.03.19	Richard Reader	Internet	£220.00	£220.00	21.21	Adaptations to trailers	Market
13.03.19	Mole Valley Farmers Ltd	Internet	£39.98	£33.32	£6.66	Work Boots	Tools & Equip
	Mole Valley Farmers Ltd	Internet	£13.97	£11.64		Bin Liners	Tools & Equip
13.03.19	SSE	Internet	£30.39	£29.69		Electricity - Unmetered light	Parks
13.03.19	Torridge District Council	Internet	£30.39	£25.81		, .	Office
14.03.19				£0.60	£3.10	Portable Electrical App testing	
	BP Oil UK Ltd	Direct Debit	£0.60		040.00	Fuel Card charge	Office
	T K Play Ltd	Internet	£96.00	£80.00	£16.00	Repairs to Play Equipment	Play equip Reserv
19.03.19	Devon Communities Together	Internet	£50.00	£50.00	25.00	Subscription	Office
20.03.19	Print, Copy, Scan	Direct Debit	£35.25	£29.37	£5.88	Photocopying	Office
21.03.19	V.Saunders, K.Wilcox, G.Wilcox	Internet	£4,222.57	£4,222.57		Salaries	Salaries
27.03.19	NEST	Internet	£303.81	£303.81	0-1::	Pension Payments VS, KW, GW March	Salaries
27.03.19	JAG Signs Ltd	Internet	£2,066.40	£1,722.00		New Noticeboard	Projects - Notice be
27.03.19	RoSPA	Internet	£276.00	£230.00	£46.00	Play Inspections	Parks
27.03.19	Crocus Ltd	Debit Card	£173.91	£173.91		Plug Plants	Holsw orthy Planting
28.03.19	Market Assistant 1	Internet	£50.00	£50.00		Market Assistant	Market
	Market Assistant 2	Internet	£200.00	£200.00		Market Assistant	Market
28.03.19	HMRC	107527	£3,545.51	£3,545.51		PAYE & Nat Insur Jan, Feb, March 2019	Salaries
28.03.19	Cash	107528	£56.83	£56.83		Petty Cash March 2019	Office
	TOTAL		£12,826.55	£12,215.29	£611.26		
PETTY CA Date	ASH						
	Potrol		C2E 00				
04.03.19	Petrol		£25.00				
04.03.19	Milk		£1.60				
06.03.19	Biscuits		£3.34				
06.03.19	Key cutting		£4.00				
07.03.19	Storage container		£3.00				
16.03.19	Milk and small bin liners		£2.29				
17.03.19	Superglue		£1.00				
19.03.19	Card		£1.50				
25.03.19	Milk and Bin liners		£3.50				
25.03.19	Postage		£6.60				
26.03.19	Petrol		£7.00				
			£58.83				
21.03.19	Payment received fro photocopying		£2.00				
	TOTAL	_	£56.83				
COUNCIL	RECEIPTS						
Date	Paid By		Council	Nett	VAT	Reason	
01.03.19	Credit		£41.73	£41.73		Interest on Bank Account	
05.03.19	Credit		£108.00	£108.00		Hire of Market Hall - Jennings Yoga	
07.03.19	Credit		£60.00	£60.00		New sletter Advert - Peter, Peter & Wright	
08.03.19			£130.50	£130.50		Market Takings 06.03.19	
08.03.19			£60.00	£60.00		Hire of Council Chambers - G Cox	
08.03.19	·		£20.00	£20.00		New sletter Advert - Hols Museum	
11.03.19			£250.00	£250.00		Rent - Magpie RBL Club	
12.03.19			£300.00	£300.00		DCC Parish Paths Grant	
13.03.19			£65.00	£65.00		Market Takings 13.03.19	
15.03.19			£600.00	£600.00		Rent - Penroses Terrace	
20.03.19			£135.50	£135.50		Market Takings 20.03.19	
21.03.19			£100.00	£100.00		Rent - Preschool Playgroup	
21.03.19		-				, ,	
25.03.19			£30.00 £108.00	£30.00 £108.00		New sletter advert - Hols Bowling Club	
	Cash					Hire of Market Hall - Jennings Yoga	
28.03.19 29.03.18	Cheque		£156.00 £30.00	£156.00 £30.00		Market Takings 27.03.19 Hire of Council Chambers - M. Wye	
25.00.10	O TO		200.00	200.00		Time of Council Chambers - IVI. VVyc	
				00.45.1			
	TOTAL	1	£2,194.73	£2,194.73			
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