



Minutes of a Finance and General Purposes Committee Meeting, held in the Town Council Committee Room, Manor Offices, Holsworthy, Wednesday 25th September 2019.

Present: Cllr. Allen, Heaven, Cllr. Hutchings, Cllr. Parker, Cllr. Tallon & Cllr. Shepherd
In Attendance: Town Clerk (TC)
Assistant to The Town Clerk (ATTC)

1126. Apologises for absence
Cllr. Johns

1127. Declaration of Interests
The Chairman requested that Cllrs. declare any interests as relevant matters arose.

1128. Finance and General Purposes Committee Meeting Minutes
Cllr. Parker proposed that the minutes of the Meeting held on 17th July 2019 be signed as a true and accurate record. This was seconded by Cllr. Heaven and agreed. (Vote 5 For, 0 Against, 1 Abstentions).

1129. Matters Arising

Item 1119/Item 1110

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 is still awaiting a response and will chase.

Item 1114

Cllr. Shepherd stated that as the Council will not be sending the Maintenance Operative on a PA1/PA6 course who will be attending to the areas concerned. The TC confirmed that most of the areas that require weeding are the responsibility of DCC and TDC and not the Town Council. However, she has recently been informed of safer methods of weedkilling and will investigate these further.

1130. Accounts due for Payment and Budget Review

TC went through the Accounts due for Payment. It was explained that the main expenditure was for the final payment of the retention for the Pavilion, which was approved at last Full Council. Three benches have been funded by donations from HAT/RBL and one bench from Council funds in Memory of the former Deputy Mayor Cllr. Punter. The TC reminded members of the photo/publicity opportunity at 2pm on Tuesday 1st October in Stanhope Park.

Cllr. Hutchings proposed the accounts be paid. This was seconded by Cllr Tallon and agreed. (Vote 6 For, 0 Against, 0 Abstentions).

TC went through the Budget Sheet and explained that the budget has been exceeded for Holsworthy Planting. If agreed, this will be rectified by a number of virements from Earmarked Reserves. It was noted that the Market income has gone down again.

1131. To give an update and authorise expenditure on the 2019 Christmas Switch On Event

The Council has previously allocated £8,000 from its Events budget for the Christmas Switch on Event and the latest Income and Expenditure budget was presented.

Cllr. Hutchings confirmed that 1 of the 2 bands have been booked and he was waiting for confirmation of the second. The Santa grotto prices and suggestions are still being investigated. The question whether the funds required should coming from Earmarked Reserves instead of the Events Budget will be considered once the final income and expenditure has been confirmed.

1132. To give an update on the Council's Earmarked Reserves and to consider a number of virements.

The TC went through the Council's Earmarked Reserves and the rationale for five virements from the Council's Earmarked Reserves into the main budget and project expenditure. These included virements into the currently overspent Holsworthy Planting budget, the Events budget, the expenditure on the Station Close and Pavilion projects.

It was explained that any virement under £5000 can be agreed by the F&GP Committee with anything above this value being agreed at Full Council. The Virements were as follows:

1. £45.95 and £9.99 (Total £55.94) for Twinning Expenses from the Earmarked Reserve Twinning Association to Events Budget.
2. £83.60 from the Earmarked Reserve Public Realm to Holsworthy Planting.

Cllr. Parker proposed that item 1 and 2 be approved. This was seconded by Cllr. Hutchings and agreed. (Vote 6 For, 0 Against, 0 Abstentions).

3. £411.54 from the Earmarked Reserve Energy Project to Holsworthy Planting.

Cllr. Hutchings proposed that the £411.54 not be taken from the Earmarked Reserve Energy Project but from the Earmarked Reserve for Parks Project or from the Parks Budget. The TC explained that it would be necessary therefore to take this proposal back to the Parks Committee for their approval before coming back to the next F&G P Committee.

4. £7,489 for the part payment of new Play Equipment from Earmarked Reserves S106 Station Close Maintenance to Projects Station Close.
5. £9,715.31 for the final retention payment for the Pavilion from Earmarked Reserve Pavilion Project to Project - Pavilion.

Cllr. Heaven proposed that item 4 and 5 be recommended by the Committee for approval at Full Council. This was seconded by Cllr. Shepherd and agreed. (Vote 6 For, 0 Against, 0 Abstentions).

1133. To discuss the expenditure and agree the expenditure on a refrigerator for use in the Town Council Office.

After discussion of the three quotes supplied, it was agreed that a refrigerator at a cost of £149.99 be purchased.

Cllr. Parker proposed that Council to purchase a new fridge at the cost of £149.99. This was seconded by Cllr. Heaven and agreed. (Vote 6 For, 0 Against, 0 Abstentions).

1134. To discuss and agree expenditure on items within Stanhope Park.

The TC informed members that additional bins, waste bins & recycle bins are required in Stanhope Park. Also, there had been a suggestion that water fountain should be provided and a shelter near the Skateboard Park.

No quotes have been obtained as yet and the matter will be discussed at Parks Committee.

1135. To agree an increase in the Banking overall daily payments limit.

The TC explained to members that because of the number and amounts of payments being made through the BACS system an increase of the daily payment limit is requested from a £5,000 limit per day to a £7,500 limit per day. This change would have to be formally approved by Full Council.

Cllr. Heaven proposed that Full Council be recommended to increase the banking overall daily limit on payments to £7,500. This was seconded by Cllr. Allen and agreed. (Vote 6 For, 0 Against, 0 Abstentions).

1136. To consider the options for the opening of another Bank Account

The TC discussed the options open to the Council regarding the opening of an additional bank accounts alongside the current HSBC account. The main things to consider would be the need to be able to transfer between banks via the Internet, no cost and with a good % interest rate.

Cllr. Hutchings and Cllr. Allen stated that this had happened in the past with the Council having several accounts and it was reduced to one for ease. The TC explained the situation with the limits on amounts held through the Financial Services Compensation Scheme. Any decision would have to be approval at a meeting of the Council.

Cllr. Heaven proposed that the options for the opening of other Bank Account/Building Society accounts should be discussed and agreed at Full Council. This was seconded by Cllr. Shepherd and agreed. (Vote 5 For, 1 Against, 0 Abstentions).

- 1137. Town Clerk's Report** – to receive a report from the TC for information only.
The TC had received correspondence in relation to funding that Bude Connect would like from the Council. It was agreed by all that this is to be discussed again a future Council meeting.

No other reports were received.

- 1138. Close**
Cllr. Allen closed the meeting at 6pm.

Signed.....

Date