



**Minutes of a Finance and General Purposes Committee Meeting held remotely by Zoom on.
Wednesday 24th February at 5.30pm**

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

1224. Apologises for absence.
Cllr. Johns

1225. Declaration of Interest
Cllr. Allen asked Councillors to declare any relevant interests as they arose. As this meeting is being held by Zoom the ATTC will mark in the DOI Book and Cllrs will need to attend the office to sign.

1226. Finance and General Purposes Committee Meeting Minutes
Cllr. Hutchings proposed that the minutes of the Meeting held on 27th January 2021 be signed as a true and accurate record. This was seconded by Cllr. Parker and agreed. (Vote; 3 For, 0 Against, 1 Abstention.)

1227. Matters Arising.
Item 1222. Cllr. Allen asked if any further correspondence had been received. The TC confirmed that nothing further had been received.

1228. Accounts due for Payment and Budget Review
The TC went through the Accounts due for Payment.
Cllr. Hutchings proposed the accounts be paid. This was seconded by Cllr. Shepherd and agreed. (Vote; 4 For, 0 Against, 0 Abstentions).
The Market income is still much lower than expected due to the enforced closure. In response to a query from Cllr. Allen it was explained there was still some expenditure relating to the Market for rent of a garage and electricity. No wages have been paid as no staff have been working during the latest Covid 19 lockdown.
The income from the hire of the Market Hall at present has also ceased due to Covid 19. The grants to the Carnival Committee and Men's Shed are still to be paid as the Council is still awaiting the Bank details so that payment can be made. Cllr. Allen stated that he will pass on the bank details for the Men's Shed.

1229. To update and agree expenditure on the works required at the Councils property at Penrose Terrace.
The TC went through the expenditure list previously circulated for the works at Penroses Terrace. The insurance claim is still with the Council's Insurers for settlement.
Cllr. Allen stated that the scaffolding has been removed and only the internal works are outstanding; these should be completed by the end of March.
After discussion it was agreed that the TC contact Coodes to examine whether the property can be sold under the Trust and also if the Holsworthy Community Property Trust would be interested in it, if it could be sold. The TC will contact Coodes and report back to Council.

1230. To consider Risk Register 2021/2022
The TC explained that the Risk Register is updated annually or upon an incident happening that effects a Risk. As part of the updating process input was requested from any interested Councillors before the updated Risk Register is put forward for formal approval at the next Full Council Meeting. Cllrs. Shepherd agreed to review the Register and feedback his comments to the TC.

The Asset Register is also reviewed annually and when a purchase is made that should go onto the Register. Cllr. Parker agreed to review the Asset Register and feedback her comments to the TC.

1231. To give an update on the purchase of new Streetlights

The Mayor, Cllr. Allen, and Cllr. Hutchings have been involved in various meetings and conversations regarding the possible purchase of new streetlights for the Square. A meeting was held on the 23rd February with the DCC Area North Lighting Engineer which Cllrs. Allen, Hutchings and the TC attended. From that meeting it appears that the streetlights originally intended for purchase are not strong enough even for single string LED lights and that the existing streetlights are not due for automatic replacement by DCC for another 20 years. The original new streetlights would however take wraparound planters and banners, they would also have plug in electric sockets.

The DCC Area Manager North agreed to go back to the streetlight manufacturer to obtain a price for streetlights that would be able to take single strand LED lights.

1232. Town Clerk's Report – to receive a report from the TC for information only.

Cllr. Allen had kindly carried out an audit of the existing street furniture in the Square and surrounding area including bins, bollards and the electricity cabinet to see what needs renewal or repair. Cllr. Hutchings has also looked at the street furniture and plotted it onto a map with a list which can be circulated to street furniture manufacturers to obtain quotes. The TC will contact suitable manufacturers and report back.

1233. Close

Cllr. Allen closed the meeting at 5.45pm.

Signed.....

Date