



**Minutes of a Finance and General Purposes Committee Meeting held in the Council Chamber  
On Wednesday 28<sup>th</sup> September 2022 at 5.30pm.**

**Present:** Cllr. Hutchings, Cllr. Parker, Cllr. Kenneally, Cllr De ste Croix, Cllr. Shepherd, Cllr. Stone & Cllr. Stroud.

**In Attendance:** Town Clerk (TC),

**1316. Apologises for absence.**

Assistant to the Town Clerk,

**1317. Declaration of Interest**

Cllr. Hutchings asked Councillors to declare any relevant interests as they arose.

**1318. Finance and General Purposes Committee Meeting Minutes**

Cllr. Parker proposed that the minutes of the Meeting held on 29<sup>th</sup> June 2022 be signed as a true and accurate record. This was seconded by Cllr. De ste Croix and agreed.  
(Vote; 4 For, 0 Against, 3 Abstention.)

**1319. Matters Arising.** - To consider matters arising from the Minutes of the Meeting held on the 29<sup>th</sup> June 2022.  
For information only.

There were none.

**1320. To review the Finance & General Purposes Committee Action Plan.**

Regarding the Mayoral Chains they are still awaiting transport to Birmingham.

The lamppost banners are with Jag Signs for the final designs. The signage into town has now been approved. The Council is still awaiting the Electrical Certificate for Penroses Terrace and a second reminder has been to the solicitor regarding the legal advice needed. Cllr De ste Croix mentioned that she was aware of another solicitor that specialises in property law and she will send the details to the TC.

**1321. Accounts due for Payment and Budget Review-** To examine and agree the accounts due for payment.

The TC went through the Finance Sheets for August and September highlighting the repairs to the Council's vehicle, the payments for the works to Badock Gardens, the tree survey and the downturn in income from the Market.

The TC has yet to contact the alternative payroll supplier suggested previously but will do so before the next meeting.

The TC also went through the Budget Review and answered questions on the amount of funds in the Council's Bank Accounts and how much of these funds were in Earmarked Reserves or were for budgeted expenditure or projects.

**Cllr. Hutchings proposed the accounts be paid. This was seconded by Cllr Parker and agreed.  
Unanimous.**

**1322. To give an update on the Council's Earmarked Reserves and to consider a number of virements.**

The list of Earmarked Reserves which had been previously circulated to Councillors was gone through.

Funds has been spent in respect of a number of previously agreed projects with the funds to be taken from the Earmarked Reserves. The virements requested were for those sums up to £5,000 as listed on the Earmarked Reserve list and related to the Badock Gardens, Town Centre Regeneration Projects and the grant to the Holsworthy Rural Transport Group. The two virements requested for over £5,000 would have to be discussed and agreed at the next Council Meeting.

**Cllr. Kenneally proposed that the list of Virements from the Earmarked Reserves be agreed. This was seconded by Cllr Stroud and agreed. Unanimous.**

**1323. To give an update on the Town Centre Regeneration and the Signage into Town Earmarked Reserves, discuss any possible amendments and review projects.**

An update was given on the latest position in respect of the Town Centre Regeneration Project and the remaining funds which are currently held in three different Reserves the Town Centre Regeneration, Lampposts and Banners and Bus Shelter. After a discussion it was agreed that the remaining funds of in these three Reserves be placed into the one Town Regeneration fund with £4,350 of these funds being used to fund the Town Centre projects already agreed but yet to be actioned.

**Cllr. Shepherd proposed that that remaining fund in the Town Centre Regeneration, Lamppost and Banners and Bus Shelter Earmarked Reserves be placed into one Town Regeneration Fund. This was seconded by Cllr. Hutchings and agreed. Unanimous.**

Regarding the outstanding projects list Badock Gardens was nearly completed, Cllr Keneally was working on the Skateboard Event, and plans for the MUGA were being progressed through the Parks Committee and then reported onto Council. The TC requested assistance from Councillors regarding improving the lighting of the Outdoor Gym area and any other areas of the Park either through street lights or solar lights. Cllr. Hutchings, Kenneally and Shepherd offered their assistance.

**1324. To authorise new bank signatories for the Council's Bank Accounts.**

After a discussion it was agreed that all the members of the Finance & GP Committee should be signatories for the Council's Bank Accounts

**Cllr. Stroud proposed that all the existing members of the Council's Finance Committee be authorised as bank signatories for the Council's Bank Accounts.**

**Cllr. Parker seconded the proposal which was unanimous.**

**1325. Town Clerk's Report**

The TC mentioned the possible purchase and use of storage containers for the Market Storage on either Manor or Well Car Park. Cllr. Hutchings suggested that Torridge District Council be contacted to see if they would allow the containers to be placed on Manor Car Park at the largely unused area at the back of the Memorial Hall for a small fee to allow for the recompense of any car parking fees lost.

**1326. Close**

Cllr. Hutchings closed the meeting at 6.11pm

Signed.....

Date .....

26/10/22

## Appendix A

### FINANCE & GP ACTION LIST AS AT 27.09.22

DATE AND MINUTE NO	ACTION	UPDATE	COMPLETED
August 21 -1253	Backing collar for Mayors Chain required and for the addition Mayors to be engraved onto the Chain. Ribbon on Mayors Consort Chain needed replacing.		
Feb 22 - 1285	Improvements also needed to Deputy Mayor Chain, further research and prices needed. Sum of up to £1200 agreed Chains to be sent once insurance covered	Chains to be sent after St Peters Fair	
March 2022	Improvements to the public realm in the Square	Designs for lamp post banners to be finalised .	
June 2022	Third Picnic Bench to be located outside Manor Offices	Items for old map of Holsworthy with Jag Signs for ideas Site awaiting formal confirmation with TDC	
November 19 – 1160 and subsequent	New signage into town	Approved. Cost to Council approx. £3,000	
November 19 - 1161	Enter Britain in Bloom	Delayed until 2023	
August 21 – 1252	Penrose Terrace.	Rent Review to be done in 2022 after Electrical Certification received	
April 22 1297 June 2022			
February 21 – 1229	Possible sale of Penroses Terrace	Now being dealt with by Coodes asked for quote for Barristers opinion.	

JM