

**FINANCE & GENERAL PURPOSES COMMITTEE
Minutes**

16th February 2016 at 6.55pm

1. APOLOGIES

Cllr Mrs. Gold, Cllr Smith (on a fire shout) and Cllr Dowdall

PRESENT

Cllr Tagg (in the Chair), Cllr Denley, Cllrs Lumley, Cllr Mrs. Tolman , Cllr Williams, Cllr Harriman, Cllr Long, Cllr Gist and Cllr Mrs. Coakley.

MEMBERS OF THE PUBLIC: 0

OFFICER: Helen Dowdall (Clerk)

2. MINUTES

The Minutes of the meeting of 19th January 2016 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING - None

4. DISCLOSURES OF INTEREST-

None

5. FINANCE

a) Approval of payments

It was proposed by Cllr Denley seconded Cllr Long and agreed to approve the following payments:

Payments made 10th February for minuting

OS	9646	SWW	Recreation Ground	£23.80		£23.80
FGP	9647	Zurich		£72.00		£72.00
FGP	9648	Daniel Thorpe	IT works	£170.00		£170.00
FGP	9649	Post Office Counters	PAYE & NI	£2,429.13		£2,429.13
OS/THP	9650	Trewarthas	Misc	£204.76	£40.95	£245.71
OS	9651	Post Office Counters	Vehicle Tax	£225.00		£225.00
OS	9652	Travis Perkins	Timber for van	£85.24	£17.05	£102.29
OS/THP	9653	GB Tool Hire	Misc	£755.66	£151.13	£906.79
OS	9654	Smallridge Bros	Battery/Tow Hitch Pin	£103.41	£20.68	£124.09

OS	9655	Tavistock Woodlands	Misc	£135.00		£27.00
FGP	9656	SeaDog IT	Mailbox upgrade	£15.00		£15.00
OS	9657	Adam Phillips	Supply/erect new workshop	£5,943.60	£1,188.72	£7,132.32
OS/THP	9658	Cory	Waste collection	£169.44	£33.89	£203.33
THP	9659	Manton Electrical	PM/TH works	£1,574.90	£314.98	£1,889.88
THP	9660	OCS Group Ltd	Hygiene bins	£110.76	£22.15	£132.91
OS	9661	Travis Perkins	Post & Postcrete	£88.10	£17.62	£105.72
OS	9662	Cormac	Hire charges	£47.97	£9.59	£57.56
THP	9663	M J Troup	Install manhole	£782.00	£156.40	£938.40
				£12,935.77	£1,973.16	£14,800.93

Payments for approval 16th February 2016

TH	DD	Opus Energy	TH Electricity	£365.06		£365.06
OS	DD	Allstar	Fuel	£37.50	£7.50	£45.00
THP	9664	SWW	Public Toilets	£848.45		£848.45
OS	9665	EDF	Chapel electricity	£537.48		£537.48
OS	9666	Travis Perkins	Wheelbarrow	£61.20	£12.24	£73.44
THP	9667	Pridhams	Lamps	£12.46	£2.49	£14.95
FGP	9668	Green Magic	Leaflet holder	£34.35	£6.87	£41.22
OS	9669	ICCM	Cemetery training	£260.00	£52.00	£312.00
OS	9670	Olver Electrical	Chapel works	£1,122.00	£224.40	£1,346.40
FGP	9671	SeaDog IT	Monthly maintenance etc	£19.95		£19.95
FGP	9672	Martin Luck	Stationery	£13.86	£2.77	£16.63
FGP	9673	Cormac	CCC Sign	£100.00	£20.00	£120.00
THP	9674	BPW Windows	Workshop door	£856.67	£171.33	£1,028.00
				£4,268.98	£499.60	£4,768.58

b) Budget Monitoring – The Clerk went through the current financial position for this Committee. **Noted.**

6. FOR DECISION - To discuss the Community Chest and going forward, namely to

- To receive an updates on the recent filmshows & refreshment kiosk (Chairman to circulate a revised price list).

In Cllr Smith's absence the prices would be deferred until the next meeting.

The Clerk explained the need for more guaranteed help with the filmshows, as there have been occasions when Councillors have not been able to attend.

Cllr Mrs Coakley kindly agreed to attend the February filmshow and Cllr Mrs Tolman kindly agreed to attend the March filmshow. Cllr Harriman confirmed that his son would be able to attend both. **Noted.**

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed that the Clerk has power to act to arrange additional staffing at times when Councillors are unable to commit.

- To discuss any forthcoming community events requesting Town Council support. None received this month for consideration. **Noted.**

7. **FOR DECISION** – To receive the Good Councillors Guide and to make any enhancements to our procedures, namely to review and improve our current policies and procedures .

Resolved. It was proposed by Cllr Long seconded by Cllr Gist to receive the guide and to also approve the following items which has been circulated and scrutinized prior to the meeting:

- Anti-Fraud and Corruption Policy
- Statement of Internal Control
- Investment Strategy
- Aims & Objectives
- Community Engagement Strategy

8. **FOR DECISION** – To receive an update from the Christmas Committee meeting and feedback generally regarding Christmas 2015.

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed to defer this item until next month, when Cllr Mrs Gold is in attendance.

9. **FOR DECISION** - To discuss the Queen's 90th Birthday Celebrations.

Cllr Long confirmed that there is some Community Chest funding available for any groups that may need financial assistance for such a community project. **Noted.**

The Union Jack flags would be flown at the appropriate times. **Noted.**

10. **FOR DECISION** – To approve the annual donation for church flowers to St Mary's Church.

Resolved. It was proposed by Cllr Harriman seconded by Cllr Mrs Coakley and agreed unanimously to provide a donation of £120.

11. **FOR DECISION** – To receive an update from the Town Crier on his involvement in the community and potential initiatives that he has.

The Clerk explained that the Town Crier is considering arranging a Junior Crier contest to be held at the Mayfest. The current level of interest by the schools needs to increase before the projects can get off the ground. **Noted.**

12. **FOR DECISION** – To receive an update on the murals, namely action by Tesco and the mural leaflets.

The Chair is aware that Cllr Smith has spoken with Tescos and they are liaising with Ginsters over this matter. In the meantime the mural at Tescos has been taken down. **Noted.**

Cllr Mrs Coakley circulated the current mural trial leaflet and asked that more needs to be done to advertise this and entice people into the town. A debate then followed on copyright, ongoing maintenance and related matters. Cllr Williams kindly agreed to give the copyright to the Town Council for his mural in Biscombe Lane.

Resolved. It was proposed by Cllr Denley seconded by Cllr Gist and agreed unanimously that the Town Council approach the Town Forum to look into this as a project, being as they have access to suitable funding streams. Cllr Smith was nominated to approach the Town Forum about this idea and to ask the Town Forum to investigate revamping the leaflet and look at ways to reinvigorate enthusiasm in to the mural trail.

13. **FOR INFORMATION** – To receive an update on the IT enhancements and any impact that may be caused by forthcoming proposals with the One Stop Shop.

Cllr Smith and the Clerk have met with our IT consultant and provisions are being made to adapt the office accordingly. The matter would be discussed in more depth next month. **Noted.**

14. **ANY OTHER BUSINESS** – To consider any other urgent items, at the discretion of the Chair.

a) Cllr Williams reported an ongoing problem with rubbish along New Road, similar issues were reported in Fore Street by Cllr Gist and in Pollard Road by Cllr Mrs Tolman. Cllr Long asked that in such instances please provide evidence and then report the details to the OSS, who

can then work with the contract compliance officer to identify the culprits.

- b) Cllr Long went on to speak about the Local Devolution Fund and the idea of having a joint scheme with our neighbouring parishes.

Resolved. It was proposed by Cllr Gist seconded by Cllr Lumley and agreed unanimously to support in principle the idea of a joint scheme.

The meeting was moved to a Part II Session.