

## AGENDA ITEM 4 (c)

<b>MINUTES</b>	of the Meeting of the <b>FINANCE AND GENERAL PURPOSES COMMITTEE</b> held at the Council Chamber, Drake Road, Tavistock on <b><u>TUESDAY 13<sup>th</sup> JANUARY, 2015</u></b> at <b><u>7:02pm.</u></b>
<b>PRESENT</b>	Councillor Mrs A Johnson (Chairman) Councillor P Sanders (Vice Chairman)  Councillors J Moody, J Sheldon, D Whitcomb.  Councillor H Smith (Mayor) Councillor Mrs S Bailey (Deputy Mayor)  Councillor C Rogers (Acting Chairman – Properties Committee)
<b>IN ATTENDANCE</b>	Town Clerk, General Manager, Assistant to the Town Clerk

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### **331. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors R Eberlie, Mrs M Ewings and Mrs J Metcalf.

### **332. DECLARATIONS OF INTEREST**

There were no Declarations of Interest

### **333. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 25<sup>th</sup> November, 2014 be confirmed as a correct record and signed by the Chairman.

### **334. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING**

The Acting Chairman of the Properties Committee advised of an item (replacement of lighting in the Town Hall) arising from the Meeting held previously with an associated financial implication.

Noted That in response to a question the Responsible Finance Officer advised that the Works Department had established that the product offered represented a proprietary item and it was therefore

proposed to treat acquisition of same accordingly with the consent of the Council.

### **335. GENERAL FINANCE**

#### **a) Schedule of Payments**

The Committee considered the monthly accounts, as at 30<sup>th</sup> November, 2014 for submission to the next Council Meeting (Appendix 1).

Noted That in response to a question it was confirmed that a report regarding Goose Fair Income and Expenditure, 2014 would be brought before the next meeting.

#### **b) Budget Monitoring Report**

The Committee received and considered a copy of the Budget Monitoring Report as at 30<sup>th</sup> November, 2014 for submission to the next Council Meeting (Appendix 2).

### **336. COUNCIL PRECEPT AND BUDGET 2015-16 AND RELATED MATTERS**

#### **a) Forward Planning, Policy and Programme Sub-Committee**

The Committee considered the Minutes of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 16<sup>th</sup> December, 2014 (Appendix 3).

In the discussion arising from consideration of the above particular reference was made to:-

- i. Various of the proposed Grant awards (in particular items f, h, l, p & q) (Minute No. 307 refers)
- ii. The amendment of the Draft Budget to include recognition of anticipated repayments in respect of the Public Works Loan Board loan being sought (Minute No.308 refers)
- iii. Arrangements in respect of preliminary consideration of Member training, support and development (Minute No.309 refers)
- iv. The Policy of the Council in respect of Grants to individuals (Minute No.310 refers)

Noted That the Responsible Finance Officer outlined issues regarding the provision of Grants to individuals with particular reference to challenges associated with securing appropriate measures of probity and assurance in the use of public monies.

RECOMMENDED THAT subject to:-

- a) The referral back to the Sub-Committee of the application in respect of Minute No 307(I) to enable consideration of a revised application in respect of equipment purchase
- b) The amendment of Minute No.309 (b) to read "The Forward Planning, Policy and Programme Sub-Committee be the body to deal with matters associated with Member training, development and support, reporting to the Finance and General Purposes Committee and Council"

Noted That it was confirmed the wording of the Minute, as originally drafted, provided for reporting from the Sub-Committee to the Finance and General Purposes Committee for referral to/decision by Council.

- c) The amendment of Minute No.310 to replace the existing indented wording with "In general Tavistock Town Council does not make Grants to individuals but it would be prepared to consider such applications in appropriate circumstances"
- d) The amendment of Minute No.314 (c) - Staffing and Interim Operating Arrangements to include the addition of the following wording at the end of that recommendation, namely: 'subject to the replacement of "confirmed in post" with "afforded the opportunity to be appointed to the role with effect from 1<sup>st</sup> April, 2015'

The Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 16<sup>th</sup> December, 2014 be received and the recommendations contained therein be endorsed and approved.

b) **Council Budget and Precept 2015-16**

Consideration was given to the Council Precept and Budget 2015-16 arising from which it was

RECOMMENDED THAT:-

- i. Subject to the adjustment of the budget line for Member training to include an additional £1,500 in view of Council elections 2015 together with reference to anticipated Public Works Loan Board repayments the proposed Council Budget for 2015/16 be adopted
- ii. The Precept for Tavistock Town Council (exclusive of Precept Support Grant) be set in the sum of £497,844.

**337. ITEMS FOR INFORMATION**

The following items had been circulated for information only:-

- a) Report of the Assistant to the Town Clerk (Appendix 4)
- b) Tavistock BID – Minutes of the Meeting held on 20<sup>th</sup> November, 2014 (Appendix 5)

Noted That in response to a question the Council's representative upon the BID undertook to enquire regarding Levy Payments in respect of Kingdon House.

- c) Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on 27<sup>th</sup> November, 2014 (Appendix 6)

Noted That

- i. a constructive Meeting had recently been held at Officer level with the Heritage Lottery Fund Southwest in connection with the emerging Guildhall Scheme.
- ii. pursuant to the meeting of the Properties Committee held earlier that evening the General Manager undertook to investigate further the availability of English Heritage funding for works

to Betsy Grimal's Tower.

- d) Tavistock Matters – Minutes of the Meeting held on 1<sup>st</sup> December, 2014 (Appendix 7)
- e) Chamber of Commerce – Minutes of the Meeting held on 1<sup>st</sup> December, 2014 (Appendix 8)
- f) Items for Agendas
  - i. Southern Links Parishes Committee – No items were suggested
  - ii. West Devon / Tavistock Consultative Group – No items were suggested
- g) Updates received from Council representatives serving on other outside Bodies
  - i. The Committee was advised of severe and ongoing budget pressures faced by the Dartmoor National Park Authority and associated uncertainties together with changes in Planning Policy with particular regard to S106 monies.
  - ii. The Committee was advised of the positive progress of the Youth Hub as previously supported by TAP Funding.

### **URGENT ITEMS**

In the interests of expediting the business of the Committee the Chairman agreed to take the following item as a matter of urgency.

#### **338. COPY CORRESPONDENCE RECEIVED FROM LAMERTON AND GULWORTHY PARISH COUNCILS**

This had been previously circulated (Appendix 9). In particular it set out a request from those Councils for Tavistock Town Council to support an application to the TAP Fund in respect of a defibrillator.

RECOMMENDED THAT Tavistock Town Council endorse the proposal and sponsor an application for a defibrillator for the Tavistock Street Pastors to be sited in the Bedford Hotel.

**339. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act 1960) and having regard to the confidential nature of the business to be transacted it was:

RESOLVED THAT the Press and Public be excluded from the Meeting for the following items of business.

**340. DEBTORS**

(**CONFIDENTIAL** – by virtue of relating to commercially sensitive information)

The Committee considered and noted the list of all those with debts to the Council dating from earlier than the last Quarter Day and received updates, where appropriate, in respect of same.

Noted That in respect of item "B" it was requested that an update be provided at Council.

The Meeting closed at 8:07pm

Signed.....

Dated.....

CHAIRMAN