

## **FINANCE & GENERAL PURPOSES COMMITTEE**

24<sup>th</sup> November 2020 at 6.30 pm, Virtual Meeting

### **Minutes**

(Please note that all Councillors are now members of the Finance & General Purposes Committee.)

#### **1. APOLOGIES**

**CLLR COAKLEY, CLLR RAPHAEL**

**PRESENT: CLLRS GOLD, TOLMAN, LONG, MOORE, MORGAN, TAGG (CHAIR) & WATSON**

**OFFICER: TOWN CLERK & ASSISTANT TOWN CLERK  
FACILITIES & MAINTENANCE OFFICER FOR IT SUPPORT**

#### **2. MINUTES**

It was proposed by Cllr Gold seconded by Cllr Long and agreed unanimously that the minutes of the meeting held on the 27<sup>th</sup> October 2020 be approved.

#### **3. MATTERS ARISING**

**None.**

#### **4. DISCLOSURE OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**None.**

#### **5. FINANCE**

- a) Approval of Payments -** It was proposed by Cllr Tagg seconded by Cllr Gold and agreed unanimously to approve the payments as listed;

THP	12179	Mrs M Jones	Refund December monthly market added to £10 cheque refund approved last week for Xmas fair	15.00		15.00
FGP	12180	Mrs H Dowdall	Tesco Gift Cards (school packages)	900.00		900.00
OS	12181	John Smith Tyres	Repair and balance	15.00		15.00
THP	12182	EDF	Electricity usage workshop & toilets	46.00	2.30	48.30
THP	12183	Seadog IT	Monthly hosting website	25.00		25.00
OS	DD	All star	Fuel	74.73	14.94	89.67
THP	DD	Three Phones	Monthly Phone contracts Caretaker & George	37.12	7.42	44.54
OS	12184	SWW	Water usage 5.8 - 11.11 Allotments Haye Road	177.17		177.17
THP	12185	Mr G Du Plessis	Screwfix - shank fill valve, dual flush valve	17.57	3.43	21.00
THP	12186	CR Yeo Farm Account	Refund December monthly market	15.00		15.00
THP	DD	Clear Business	Electricity charges new offices	152.37	8.14	160.51
OS	DD	South West Water	Heritage Centre & Cemetery water	204.59		204.59
FGP	12187	BT	Cemetery line	37.90	7.58	45.48
THP	12188	Euro Lifts Ltd	Repairs to lift.	481.06	96.21	577.27
				<b>2198.51</b>	<b>140.02</b>	<b>2338.53</b>

### b) Budget Monitoring

The Clerk/RFO reported that there was an underspend on this committee but there was potential that this could be consumed by the end of the year if further community support was required due to COVID from the underspend Council Tax Support Grant. The newsletter may be reviewed in which case any underspend may also be consumed. The Neighbourhood Plan spending has not been as high this year. The underspend is for ongoing projects which will come to fruition at some point.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Gold and unanimously agreed to note the Clerk's comments.

## 6. FOR DECISION To receive any Mural updates and agree any actions required.

Cllr Tagg reported that the Mural Grant application had officially been submitted.

He reported that Ginsters had offered £1,000 match funding subject to the grant application being successful. Tesco has also offered to donate refreshments for the mural workers and helpers.

Cllr Tagg also reported that a painting of the poppy wave, created by a local artist, was to be made into a mural. He would like to give the spare board to the artist along with materials to enable her to paint this mural and, once finished, it would be erected in the Town.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Long and unanimously agreed to approve Cllr Tagg's suggestions as above, for the poppy wave painting to be made into a mural and placed within the town.

**7. FOR DECISION To receive any CCTV updates and agree any action**

Cllr Tagg reported that there would be a meeting with himself, the Police, Full Stop and Walter C Parsons to agree a position for the camera at the traffic lights with installation to take place the following week. An assurance had been received from the PCC that a grant of £2,000 would be forthcoming on receipt of associated paperwork.

**8. FOR DECISION – To receive information from Cllr Raphael and Cllr Watson regarding the newsletter.**

Cllr Watson had previously circulated his proposals for the newsletter until July 2021 when the new Council would review it.

A lengthy discussion too place regarding the reintroduction of advertising.

**Resolved.** It was proposed by Cllr Watson seconded by Cllr Gold and unanimously agreed to accept within parish commercial advertising for future print runs up to one and a half pages and to limit block bookings to no more than three months. Staff would have discretion over what adverts should be included.

Cllr Watson then went on to explain his proposal, until July 2021, for the quantity of pages. He proposed that the total number of pages was not increased above the current 12 page edition, in order to keep within the budget, but if finances permitted, additional pages could be added if they were deemed urgent or of high community value at staff discretion. He proposed that the newsletter remain a bi-monthly production until July 2021 but if there was an urgent topic which needed covering in an additional edition; this would be put to Council for consideration. He suggested that any underspend against the 20/21 budget figure be taken forward to 21/22. If any COVID regulations change then these proposals should be reviewed.

**Resolved.** It was proposed by Cllr Watson seconded by Cllr Gold and agreed to approve the above proposals with the newsletter continuing as a 12 page bi-monthly production until July 2021 when it will be reviewed. Should the need arise for additional pages or additional editions during this period; this would be taken to the

Committee for consideration. Any underspend in the 20/21 budget should be carried forward to 21/22. (6 support 1 abstention)

Cllr Moore left the meeting.

**9. ANY OTHER URGENT BUSINESS**

None

**There being no other business the meeting was closed at 6.52pm**