FINANCE & GENERAL PURPOSES COMMITTEE

21st May 2019 at 7.51 pm

Minutes

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

1. **APOLOGIES**
   CLLRS BURROWS, GOLD, RAPHAEL, MACCALLION, D & M SMITH

   PRESENT: CLLRS COAKLEY, FOX, LONG, TAGG (CHAIR), TOLMAN & WATSON

   OFFICER: CLERK

2. **MINUTES**
   It was proposed by Cllr Tolman seconded by Cllr Coakley and agreed unanimously to receive the minutes of the 23rdApril 2019.

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
   None, completed in the earlier Outside Services meeting.

6. **FOR DECISION** – To receive any updates from the newly formed Murals sub-committee, led by Cllr Burrows, and to receive an update from Cllr Tagg on a funding opportunity for the pasty mural.

   Cllr Burrows was not at the meeting.

   Cllr Tagg explained that he has met with a lady that could possibly source us some grant funding for a mural project, namely the pasty mural. If the committee agrees, she could attend our next meeting and do a presentation on what she can do. If her grant funding is successful, it could require a 10% cost to the Council, for example, if a

grant was awarded for £50,000 the Town Council would need to match fund £5,000.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Watson and agreed to finance this feasibility work with a budget of £500, taken from the Murals Earmarked fund, and used at the discretion of the Chair, the Murals Chair and the Clerk. (4 Support, 0 Against and 1 Abstention).

7. **FOR INFORMATION** – To receive an update on Councillors tablets and configurations (including IT Policy).

   Councillors that requested a tablet are now in receipt of them and signed up to the IT Policy.

   It should be noted the IT Policy is applicable to any device that has access to Council data. **Noted.**

8. **FOR DECISION** – To receive GDPR and IT audit reviews and recommendations.

   A vote of thanks was given to the Assistant Town Clerk and IT Support for their efforts during this audit.

   The Council has sound practices and working well but areas of improvement, namely office safety (door) , data storage (cupboards) and excess cabling were identified, and a recommendation would be put to the Town Hall & Premises Committee to consider these points;

   The proposition being that the Chair of F&GP with the Chair of TH&P have a meeting with the various trusted trades people and discuss how the matters raised could be resolved, and financed through the Office Enhancement Reserve (which sits with the Town Hall & Premises Committee).

9. **FOR INFORMATION** – To receive an update on the enhancements to the Solid State Drives and Windows 10 (security and safety)

   The Chair gave an update on recent enhancements and the upgrading of some hard drives. The Committee approved the Chairman's actions.

   Resolved. It was proposed by Cllr Tagg seconded by Cllr Watson and agreed unanimously to proceed with the installation of Windows 10.

10. **FOR INFORMATION** – To receive an update on WIFI and VLAN regarding Market Stall Initiative.

    The Chair went through how the update is progressing. **Noted.**

11. **FOR INFORMATION** - To recent any updates on the festive lighting in Fore Street.

    The Chair gave an update on the progress with this project and the respective road closure, scheduled for the 27th, 28th and 29th August 2019. The Chair would clarify how the bus company is notified. **Noted.**

12. **FOR DECISION**- To discuss any issues relating to the Environmental Sub Committee (change of internet browser to ECOSIA, by staff & Councillors).

    The committee were reminded that ECOSIA internet browser has environmental benefits. **Noted.**

13. **FOR DECISION** – To receive a grant application from New Outlook.

    Resolved. It was proposed by Cllr Tagg seconded by Cllr Coakley and agreed unanimously that the Town Council are unable to assist at this time but to pass their request on to the Town Forum for consideration and support.

14. ANY OTHER URGENT BUSINESS

a) Cllr Watson enquired as to the age of our IT computers and monitors, and whether a rolling programme is in place to review and renew them. The Chair confirmed that our monitors have recently been renewed and we have finances in place for their replacements in due course. Provisions are also in place for VDU operators.

There being no further business the meeting was declared closed at 8.40pm.