



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon, Wed. & Fri.

1st September 2020

Access to the Remote Meeting

The press and public are welcome and are encouraged to attend meetings. The Town Council will however be meeting online using zoom software for the foreseeable future to protect the public and members from spreading the virus. Public with a telephone line or an internet connection can still join the meetings via the link below:

<https://us02web.zoom.us/j/89470795881?pwd=NTJiaERmdC84Ris2NVUrYWExUVhQZz09>

Find your local number: <https://us02web.zoom.us/u/kc7byHkYmQ> Note: Calls are charged at zoom rates and are payable by the user. More information at <http://zoom.us/zoomconference/rates>

Meeting ID: 894 7079 5881

Password: 139584

To Members of the Finance, Resources & General Purposes Committee

Cllrs Brooke (Ex Officio), Allen, Bradshaw, Brooke, Elphick, Fletcher, Gribble & Mills.

Cc All other Members of the Council for information.

Dear Councillor,

You are hereby summoned to attend a virtual meeting of the **Finance, Resources and General Purposes (FR&GP) Committee** on **Monday 7th September 2020 at 7pm** for the purpose of transacting the business as set out below.

AGENDA

Interests to be Declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

FR&GP.20/35 Apologies for absence:

****Public Participation:**

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

FR&GP.20/36 Minutes:

To agree as a correct record and approve the minutes of the meeting of 15th June 2020 (**copy enclosed*).

FR&GP.20/37 Standing Item – Climate Emergency:

To note the Council Declaration and to embed the climate emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

FR&GP.20/38 Accounts & Financial Statement:

To receive and approve:

i) payment and receipt transactions between 30th May 2020 and 30th August 2020 (**copy enclosed*)

ii) bank reconciliation between 30th May 2020 and 28th August 2020 (**copy enclosed*).

iii) **note** the bank balances as below:

General Account:	£ 15,272.52	(as at 28.8.20)
Business Bank Instant A/C:	£ 118,861.99	(as at 28.8.20)
Lloyds Deposit A/C:	£ 168,039.46	(as at 28.8.20)
Lloyds CIL A/C:	£ 25,978.69	(as at 28.8.20)
Covid19 Hardship Fd A/C:	£ 300.01	(as at 28.8.20)

FR&GP.20/39 Insurance – Annual Review:

To receive and consider the Town Clerk's report (**copy to be circulated*).

FR&GP.20/40 Annual Return for the Year Ending 31st March 2020:

To note the outcome of the 2019/20 External Audit undertaken by PKF Littlejohn LLP (**copy enclosed*).

FR&GP.20/41 2021/22 Budget Setting Process:

To consider and approve the process for budget/precept setting for the ensuing year (**copy enclosed*).

FR&GP.20/42 Community Centre Development – Budget Update:

The Town Clerk will provide a verbal update at the meeting.

FR&GP.20/43 Recruitment Process – Assistant Town Clerk:

To note the appointment of the Assistant Town Clerk. The Committee Chair/Town Clerk will provide an update at the meeting.

FR&GP.20/44 Licence Agreements – Riverside Community Centre:

To receive and consider:

- i) Approving the annual licence fees for the Information Centre and Library.
- ii) DRAFT Grant Funding Agreement – DCC & BTTC (**copy enclosed*).

FR&GP.20/45 Covid 19 – Hardship Fund:

To receive and consider DRAFT Terms & Conditions for the consideration of future grants (**copy to be circulated*).

FR&GP.20/46 Local Government Services' Pay Agreement 2020-21:

To receive and note National Joint Council for Local Government Services Pay Agreement 2020-21 and minimum annual leave increase from 21 to 22 days employees with less than five years' service ([**copy enclosed*](#)).

FR&GP.20/47 Matters brought forward by Councillors: *(for information only)*.



SIGNED

DATE: 1st September 2020

M WELLS - TOWN CLERK

****Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.***