

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 2ND SEPTEMBER AT 7.05PM

Present:

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| Cllr A Allen | Cllr D Fletcher |
| Cllr S Brooke | Cllr G J Gribble**/* |
| Cllr D K Elphick | Cllr O Mills |

In attendance:

Cllr A J Kerswell*
Mr M Wells – Town Clerk
Mrs L Warren – Assistant to the Town Clerk
Two members of the public

**County Cllr

*District Cllr

The meeting was chaired by Cllr Fletcher

FR&GP.19/49 Apologies for absence:

Cllr R Bradshaw - Leave

****Public Participation:**

Mr P Beecher (Residents' Association) noted that parishioners are keen to see the construction of the Community Centre progress.

FR&GP.19/50 Minutes:

Cllr Allen referred to FR&GP.19/48 (awards) and enquired when this may be further considered. The Town Clerk agreed to include an item on the Full Council meeting agenda for 16th September 2019.

The minutes of the meeting of 17th June 2019 (**copy previously circulated*) were then confirmed as a correct record and were approved.

FR&GP.19/51 Standing Item – Climate Emergency:

Members noted the Council Declaration and will embed the climate emergency declaration across all Council services, activities, plans and other relevant work, considering the impact (emissions and biodiversity etc) of decisions, ensuring a fully integrated and systematic approach to the Council's own response to this challenge.

FR&GP.19/52 Accounts & Financial Statement:

Members received and approved:

i) payment and receipt transactions between 1st June 2019 and 23rd August 2019 (**copy previously circulated*).

ii) bank reconciliation between 1st June 2019 and 23rd August 2019 (**copy previously circulated*).

iii) and noted the bank balances as below:

General Account: £ 5,596.06 (as at 23.8.19)

Business Bank Instant A/C: £114,748.13 (as at 23.8.19)

Business Bank Instant A/C: £390,547.75 (as at 23.8.19)

Business Bank Instant A/C: £ 22,540.54 (as at 23.8.19)

FR&GP.19/53 Document/File Sharing:

Members considered the trial use of Dropbox for secure and efficient file sharing. The Town Clerk provided an update. Following discussion it was

Resolved:

To trial the use of Dropbox for six months.

FR&GP.19/54 Insurance:

Members undertook the annual review of the Town Council's insurance cover (**report previously circulated*). It was noted that WPS Insurance Brokers have recommended the inclusion of crime and cyber cover premium.

Resolved:

To approve the current insurance cover and the addition of crime and cyber cover.

FR&GP.19/55 Community Infrastructure Levy (CiL) Annual Report 2018/19:

Members noted the content of the CiL Annual Financial Report 2018/19 (**copy enclosed*) and approved the publication of the report in accordance with regulation 62A of the Community Infrastructure Levy (CiL) Regulations 2010 (as amended).

FR&GP.19/56 Rural Aid 2019/20:

Members noted that the application for Rural Aid funding of £5,000.00 towards associated costs with the production of the Neighbourhood Development Plan was unsuccessful.

FR&GP.19/57 Christmas Lights Display 2019:

Members considered the following quotations for the town's display for 2019. All quotes include hire of lights, installation and removal costs:

Quotation A: £8,345.00

Quotation B: £5,860.00

Quotation C: £7,860.28

Resolved:

To accept Quotation B in the sum of £5,860.00. It was noted that it may be necessary to undertake stress testing of the current fixtures and fittings and this could involve additional cost.

FR&GP.19/58 Annual Return for the Year Ending 31st March 2019:

Members noted the outcome of the 2018/19 External Audit undertaken by PKF Littlejohn LLP (**copy previously circulated*). The Town Clerk advised that the certificate and copy of the accounts are on the Town Council's website.

FR&GP.19/59 Exclusion of the Public, including the Press:

Members resolved the following:

That under Section 100 (A) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description as set out on the agenda, is likely to be disclosed and on the balance of the public interest is

in discussing this item in private session (part II) for the following confidential/exempt items.

Item FR&GP.19/60: Community Centre Development – Stage II Tender.

Two members of the public left the meeting.

FR&GP.19/60 Community Centre Development – Stage II Tender:

Members considered the Tender Report (**confidential copy previously circulated*). The Town Clerk provided an update and circulated copies of two draft budget options he had prepared. Following discussion it was

Resolved:

To recommend to Full Council acceptance of the tender supported by budget Option 2.

FR&GP.19/61 Public Sector Works Loan Board:

Members considered a recommendation to Full Council requesting an extension of time to the current borrowing approval.

Resolved:

To recommend to Full Council a request for an extension of time for the current borrowing approval.

FR&GP.19/62 Matters brought forward by Councillors: *(for information only)*. None.

The meeting closed at 8pm.