

**Minutes of Finance and General Purposes Committee Meeting held on
Wednesday, 24th March, 2010 at 7.00 p.m. in Suite B, Town Council Offices**

Present: Cllrs. D. Jose, B. Priddy, E. Squire, R. Buckingham and R. Brown

In Attendance: Assistant to the Town Clerk

As Cllr. Kennedy was not present Cllr. Priddy proposed Cllr. Jose take the Chair. This was seconded by Cllr. Squire and unanimously agreed. (Vote 4 For. 0 Against. 0 Abstentions)

24. Apologies

Cllrs. Kennedy and Smith.

25. Declaration of Interests

No declarations were noted, and the Chairman requested that all Cllrs. declare any interests as they arose.

26. Finance and General Purposes Meeting Minutes

The Minutes of the Meeting held on 24th February, 2010 were ratified at the full Council Meeting on 3rd March, 2010. Cllr. Buckingham proposed the Minutes be signed as a true and accurate record. Cllr. Priddy seconded the proposal which was carried unanimously. (Vote 4 For, 0 Against, 0 Abstentions.) Cllr. Jose duly signed and dated the Minutes.

27. Matters Arising

There were no matters arising.

28. Accounts due for Payment

The accounts for the Town Council were presented to the Committee. The accounts were checked and Cllr. Buckingham proposed the accounts be paid. Cllr. Squire seconded the proposal which was carried unanimously. (Vote 4 For, 0 Against, 0 Abstentions.)

29. Budget Review

The Meeting reviewed the Budget. It was noted that the expenditure stood at % which is under budget, and the income stood at which is over budget. Cllr. Jose asked if there were any comments relating to the Budget. There were none.

Cllr. Brown arrived at 7.05. p.m.

30. To Discuss a Quotation Received to Update the Office Computer

The Assistant to the Town Clerk (ATTC) explained that the Clerk had requested a quotation from Oracle after work had to be carried out on the computer, last year, due to a virus. The machine is approximately 5-7 years old. After discussion, Cllr. Squire proposed that the (ATTC) be instructed to obtain further quotes for a) updating and b) a complete new system. Cllr. Jose seconded the proposal which was unanimously carried. (Vote 4 For. 0 Against. 0 Abstentions).

31. Clerk's Report

The Assistant to the Town Clerk reported as follows:

- A letter has been received from the Holsworthy Museum Committee (which will be brought to the attention of all Cllrs. at the full Meeting on 7th April) regarding its concern over the security of tenure on the lease they hold with TDC. After discussion Cllr. Priddy proposed that the ATTC be instructed to write to TDC enquiring as to what the Council's intentions are. Cllr. Jose seconded the proposal which was unanimously carried. (Vote 4 For. 0 Against. 0 Abstentions).
- The ATTC informed the meeting that she had received a telephone call from John Acres of Catesby regarding S106 Agreements. She brought to Cllrs. attention a letter received from John Acres, with a copy of an e-mail sent to Gavin Spiller, Planning, TDC from Holsworthy Cricket Club. Having read both documents all Cllrs. expressed their disgust at the letter from the Cricket Club and that a strongly worded letter to the Cricket Club is required. Cllr. Brown expressed very serious concerns regarding the way in which the S106 process was being dealt with by the Planning Department at TDC. The letter will be presented to all Cllrs. at a meeting of the full Council on 7th April, at which time a course of action could be decided.
- The updating of the Website will need to be addressed in light of the Town Clerk's

departure. This will be discussed at a later date.

- The new charging structure for casual market traders will be implemented on 7th April, together with a week's rent in advance being collected from all traders. The ATTC will produce new Takings' Forms.
- The Market Manager will receive a bonus of 5% on takings from October to end of March.
- The Council Office has not had a paper shredder for some time. The ATTC asked if one could be purchased, since confidential waste (which the Town Clerk had personally disposed of) was building up. Cllr. Jose proposed that a new shredder be purchased. Cllr. Squire seconded the proposal which was unanimously carried. (Vote 4 For. 0 Against. 0 Abstentions).
- The Town Clerk had obtained quotations from T. Jollow on various work which is needed at 5 Penroses Terrace. After discussion, Cllr. Squire proposed that the ATTC be instructed to obtain further quotations for the work required on the guttering, fascia and soffits; the work required on the shed and boiler shed to be addressed at a later date. Cllr. Priddy seconded the proposal which was carried unanimously. (Vote 4 For. 0 Against. 0 Abstentions).
- 'Welcome to Holsworthy' sign – The Clerk had left a note explaining that the bolts are fine and that Cllr. Johns has all the details; someone is required to take the sign down, this would only take 15 minutes but D. Prouse would be charging for half a day's labour and hire, which is very expensive. She had investigated other companies without success. Cllr. Squire proposed that this should be placed on the Agenda for the meeting of the full Town Council on 7th April. Cllr. Jose seconded the proposal which was carried unanimously. (Vote 4 For. 0 Against. 0 Abstentions).
- Pete Beer, TDC, had requested that the Council provide a name for a new road on the Holsworthy Industrial Estate. All adjacent roads being named after rivers. The ATTC will detail this in her report to the full Council.

Cllr. Jose brought to the Meeting's attention the fact that the Coventry Building Society were taking over Stroud & Swindon. It might be something the Council may wish to look at re. its Reserves in the future.

32. Close

There being no further business Cllr. Jose declared the meeting closed at 7.54 p.m.

Signed

Date