

**Minutes of Finance and General Purposes Committee Meeting held on  
Wednesday, 28<sup>th</sup> September, 2011 at 7.00 p.m. in Suite B, Town Council Offices**

**Present:** Cllrs. Ede, Buckingham, Smith, Willetts, Watson

**In Attendance:** Town Clerk  
Diane Rufus (TC designate)

In view of Cllr. Parker's (Chair) absence, Cllr. Ede proposed that Cllr. Watson take the Chair. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions)

**192. Apologies**

Cllrs. Prentice and Parker had sent apologies.

**193. Declaration of Interests**

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

**194. Finance and General Purposes Meeting Minutes**

The Minutes of the Meeting held on 31<sup>st</sup> August, 2011 were ratified at the full Council Meeting on 7<sup>th</sup> September, 2011. Cllr. Buckingham proposed the Minutes be signed as a true and accurate record. Cllr. Willetts seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions.)

**195. Matters Arising**

Item 190 – Audit Return – The TC confirmed that the Audit Commission has 'signed off' the Audit Return for 2010/2011.

**196. Accounts due for Payment and Budget Review**

The accounts for the Town Council were presented to the Committee. The accounts were checked. Cllr. Ede proposed the accounts be paid. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

Cllr. Watson informed the Meeting that he felt the presentation of the month-by-month budget needed an overhaul. It was agreed that Cllrs. would meet with Diane Rufus (TC designate) to undertake this task. The budget was reviewed and the TC explained various aspects of it.

**197. Grant Applications for 2012/2013**

The TC had circulated copies of all applications to Members with the Agenda. Cllrs. Willett and Smith declared personal interests in some applications (see Register of Interest Book). After discussion Cllr. Smith proposed that the F&GP Committee recommend to the Full Council the following grants:

Army Cadet Force	£200
CAB	£500
Family Workshop Resource Centre	£200
Holsworthy Explorer Scouts	£200
Holsworthy Museum Society	£200
Luncheon Club	£200
1 <sup>st</sup> Holsworthy Scout Group	£200
Holsworthy Pre-School Playgroup	£200
St. Peter & Paul's Sunday Club	£100

A total Grant Budget of £2,000.

The Committee decided that the following applications were unsuccessful:

Bude Canal Trust  
Christians Together in Holsworthy & District  
Holsworthy Cricket Club  
Helping Elderly Local People  
Pyworthy Village Hall  
Devon Youth Services

Cllr. Ede seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

**198. To Discuss the Financial Implications of a Salt Gritter Being Provided by County Cllr. Parsons**

The TC circulated a document, to all Members, produced by DCC regarding the Heavy Duty Salt Spreader. Cllrs. Cllr. Smith commented that this is a splendid notion, but he felt the disadvantages outweighed the advantages. After a lengthy discussion, Cllr. Ede proposed that the F&GP Committee recommend to the Meeting of the Full Council on 5<sup>th</sup> October 2011 that it is unable to recommend proceeding with Cllr. Parson's generous offer of a heavy duty salt gritter. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions)

**199. To Receive a Report from Cllr. Watson on his Investigation into Insurance held by Holsworthy Town Council**

Copies of Cllr. Watson's recommendations had been circulated to all Cllrs. with the Agenda. Cllr. Watson explained his recommendations. After discussion, Cllr. Smith proposed that the F&GP Committee recommend to the Meeting of the Full Council on 5<sup>th</sup> October 2011 that the recommendations received from Cllr. Watson regarding Holsworthy Town Council's insurances, dated 13<sup>th</sup> September 2011, be implemented. Cllr. Ede seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

After further discussion, Cllr. Watson proposed the following: that the TC write to all tenants, etc. asking for proof of their current insurance; that the TC send a memo to all Cllrs. regarding 'business use' of their vehicles. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

**200. To Discuss a Letter received from 1<sup>st</sup> Holsworthy Scout Group regarding the Diamond Jubilee Celebrations**

Copies of the letter had been circulated to all Members with the Agenda. After discussion, Cllr. Ede proposed that the F&GP recommend to the Meeting of the Full Council on 5<sup>th</sup> October 2011 that the Council donate £2,500 to the 1<sup>st</sup> Holsworthy Scout Group to facilitate the Diamond Jubilee event proposed, as detailed in its letter dated 9<sup>th</sup> September, 2011. Cllr. Buckingham seconded the proposal.

Cllr. Watson wished to propose an amendment to Cllr. Ede's proposal, in that the donation should be £1,000. There was no seconder and the amendment failed. The original proposal stood as above. Cllr. Ede's proposal was carried. (Vote 4 For. 1 Against. 0 Abstentions).

**201. To receive and Discuss a Quotation, received from DCC Parish Paths, regarding Repair Work to the Boardwalk near Church Bridges**

The TC explained that extensive work is required to ensure that the boardwalk is made safe. She explained the DCC Parish Paths grant system. After discussion, Cllr. Watson proposed that Holsworthy Town Council donate £250 to DCC Parish Paths as a contribution to the overall cost of essential repairs to the boardwalk near Church Bridges. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

**202. To Discuss a Copy letter to Redrow from Holsworthy Bowling Club**

A copy of the letter had been circulated to all Members with the Agenda, discussed and the contents were duly noted.

**203. To Receive and Discuss the Budget and Precept for the Financial Year 2012/2013**

Copies of the draft Budget and Precept were circulated. Cllr. Smith proposed that the Item be adjourned, to enable Members to go through the Draft, until the next Meeting of the Committee on 26<sup>th</sup> October, 2011. Cllr. Ede seconded the proposal which was carried unanimously. (Vote 5 for. 0 Against. 0 Abstentions).

**204. Town Clerk's Report**

The Town Clerk reported as follows:

- Graham Cornish had confirmed that the funding application re. the Viaduct had been unsuccessful and he had asked that the £3K Holsworthy Town Council had donated should be returned. However, he had rescinded this request and is pursuing further funding. The Clerk has asked him to provide information on the funding as and when it arises.
- The next meeting of the F&GP Committee is scheduled for 30<sup>th</sup> November. However, salary cheques (as per staff contracts) have to be paid by the last Friday of the month. The meeting can be changed to 23<sup>rd</sup> November, or the salary cheques can be raised and signed before the meeting and distributed. It was agreed that the date for the

meeting remains as scheduled (30<sup>th</sup> November) and that the salary cheques will be raised and signed beforehand.

- A letter received from Christians Together was read out. After discussion, Cllr. Buckingham proposed that the TC be instructed to write to the Group, explaining the original decision of the Council, not to make any charges for using the Sun Lounge, returning the cheque and asking the Group to use the money in any way it feels appropriate. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

Cllr. Buckingham proposed that in view of the special or confidential nature of the following business to be transacted, it is advisable, in the public interest, that the public and press be temporarily excluded and they be instructed to withdraw. This was seconded by Cllr. Ede and agreed unanimously. (Vote 5 For. 0 Against. 0 Abstentions).

**205.**

**206. Close**

There being no further business the Chairman declared the meeting closed at 9.00 p.m.

**Signed** .....

**Date** .....