

AGENDA ITEM

MINUTES of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY the 14th October, 2014** at **7:00pm.**

PRESENT

Councillor Mrs A Johnson (Chairman)

Councillor P Sanders (Vice Chairman)

Councillors D Eberlie, Mrs J Metcalf, J Moody, J Sheldon, D Whitcomb.

Councillor H Smith (Mayor)

Councillor Mrs S Bailey (Deputy Mayor)

IN ATTENDANCE

Town Clerk, General Manager, Assistant to the Town Clerk

220. APOLOGIES FOR ABSENCE

An apology for absence had been received from Councillor Mrs M Ewings (Chairman - Properties Committee).

221. DECLARATIONS OF INTEREST

No Declarations of Interest were made.

222. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 2nd September, 2014 be confirmed as a correct record and signed by the Chairman.

223. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING

The Chairman of the Properties Committee advised of those items arising from that meeting with a potentially significant financial implication, namely:- the acquisition of a Transit Van with Boom Lift.

224. GENERAL FINANCE

a) Schedule of Payments

The Committee considered the monthly accounts, as at 31st August, 2014 for submission to the next Council Meeting (Appendix 1).

b) Budget Monitoring Report

The Committee received and considered a copy of the Budget Monitoring Report as at 31st August 2014 (Appendix 2).

225. FORWARD PLANNING, POLICY & PROGRAMME SUB-COMMITTEE

The Committee considered the Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 30th September 2014 (Appendix 3).

RECOMMENDED THAT the Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 30th September 2014 be received and the recommendations therein endorsed and approved.

Noted that an update had been received from an applicant (Minute No 201 (b) refers) which was reported.

226. REQUESTS/OTHER ITEMS REQUIRING A DECISION

The Committee proceeded to consider the following request requiring a decision.

i. Destination Okehampton

A request had been received for Tavistock Town Council to contribute towards the cost of Consultancy Fees for this initiative (Appendix 4). Okehampton Town Council had contributed 1% (£1,800) of its Precept and the request was for a similar percentage from this Council

RECOMMENDED THAT the request be referred to the full Council Meeting scheduled to be held on Tuesday 21st October, 2014 for consideration.

227. ITEMS FOR INFORMATION

The following items had been circulated for information only:-

- a. Report of the Assistant to the Town Clerk (Appendix 5)

Noted that updates were provided for incorporation into the record of Mayor's events.

- b. Townscape Heritage Initiative (oral update)
Arrangements were in hand for securing the 'Permission To Start'.
- c. Chamber of Commerce – Minutes of the Meeting held on the 1st September, 2014 (Appendix 6)
- d. Tavistock Matters – Notes of the Meeting held on 22nd September, 2014 (Appendix 7)
- e. Tavistock BID Company – Minutes of the Meetings held on 21st August and 18th September 2014 (Appendix 8)

Noted That reference was made to the exemption from the Bid levy secured by the Tavistock Museum, details regarding Christmas Lights and the progress of schemes which might receive assistance from S106 monies for the public realm.

- f. Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on the 11th September, 2014 (Appendix 9)
- g. Tavistock World Heritage Key Centre Working Group – Minutes of the Meeting held on the 16th September, 2014 (Appendix 10)
- h. Tavistock Museum Charitable Trust – Minutes of the Meeting held on the 4th September, 2014 (Appendix 11)
- i. Tavistock Food Bank – Minutes of the Annual General Meeting held on the 3rd September, 2014 (Appendix 12)

Noted That the positive work undertaken by this organisation was commended.

- j. West Devon / Tavistock Consultative Liaison Group – Notes of the Meeting held on 17th September, 2014 (Appendix 13)

Noted that – no West Devon Borough Councillors being in attendance at this Meeting it was requested that a letter be sent to the Borough Council seeking an assurance of future representation.

k. Future Agendas

- i. Southern Link Parishes Committee – no items were suggested.
- ii. West Devon / Tavistock Consultative Group – no items were suggested

l. Updates received from Council representatives serving on other Council bodies – there were none.

URGENT MATTERS

In the interests of expediting the business of the Committee the Chairman agreed to take the following item as a matter of urgency.

228. WEST DEVON BOROUGH COUNCIL – ELECTORAL ARRANGEMENTS

The final recommendations of the Boundary Commission had been received and were circulated in summary form (Appendix 14) arising from which confirmation would be sought regarding the affect on Town Council Ward boundaries.

229. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act 1960) and having regard to the confidential nature of the business to be transacted it was:

RESOLVED THAT the Press and Public be excluded from the Meeting for the following items of business.

230. DEBTORS

(**Confidential** – By virtue of relating to commercially sensitive information).

The Committee considered and noted the list of all those with debts to the Council dating from earlier than the last Quarter Day and received updates, where appropriate, in respect of same (Appendix 15).

231. STOCK REPORT

(**Confidential** – By virtue of relating to commercially sensitive information).

The Committee received, the Stock Report dated 4th September, 2014 (Appendix 16).

In response to concerns the Town Clerk advised that the Internal Auditor had been commissioned to review the procedures and processes for stock management and identify such improved assurance or control needs as appropriate.

The Meeting closed at 7.52pm

Signed.....

Dated.....

CHAIRMAN