

Minutes of a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **20th** day of **APRIL 2010** at **7. 15p.m.**

Present:	Cllr H Smith	Chair
	Cllr Mrs Govier	Mayor
	Cllr M Harper	
	Cllr Mrs A Johnson	
	Cllr Mrs J Metcalf	
	Cllr B Trew	Chair Properties
	Cllr D Whitcomb	D Mayor

In Attendance: Town Clerk
Assistant to the Town Clerk
Works Superintendent
Works Administrator
Two members of the Press

622. APOLOGIES

There were apologies for absence from Cllr P Sanders and Cllr I Jennings.

623. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors judgement of the public interest and it relates to a financial or regulatory matter.

624. MINUTES

The Minutes of the Meeting of the Committee held on 9th March 2010, previously circulated and adopted by Council on 16th March 2010, were confirmed as a true record and signed by the Chairman.

625. MATTERS ARISING

a. Members noted the Action Log. Referring to Minute 542 the Clerk reported that DCC had now agreed that their proposed changes would not allow coaches to go around Drake's Statue and the plans were cancelled. Cllr Trew asked that DCC be reminded they were to pass him information on what system of modelling they used.

b. Town Crier. Members were informed that the competition to chose a new Town Crier would be held as part of the Lions Carnival events, probably as part of the 'Fun Day in the Meadows' on Sunday 11th July.

c. **Members Allowances.** We had now received the report from the Parish Remuneration Panel requested some months ago. The report was circulated, and recommended a basic allowance of £300, with allowances of £750 to the Mayor and Chair of Planning. After some debate Members **RECOMMENDED** that the basic allowance of £300 be agreed, but felt that the Panel had made an error in allowing higher allowances to the Mayor and only Chairman of Plans. Cllr Harper felt that the Panel had not correctly understood the Town Council and its background. Members felt that the Mayor and all three standing committee chairmen deserved such an allowance, and **RECOMMENDED** *nem con* an amendment allowing that £500 be paid to the Mayor and the three chairman.

d. **Core Strategy and Voting.** A reply to our concerns about double-hatted councillors and the validity of the vote on the Core Strategy had been received from the Monitoring Officer on the 31st March and distributed to all Members on the 7th April.

626. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING

The Chairman of Properties informed Members that his Committee had discussed the following matters with financial implications:

- a. Cemetery charges.
- b. Goose Fair charges.
- c. Cleaning of the Pannier Market.
- d. Protection of the Banners.
- e. Whitchurch Down Management Plan.

627. MINUTES OF THE STAFFING SUB-COMMITTEE

Members noted the minutes of the meeting held on the 15th April 2010. Cllr Trew informed members that he had received HR advice concerning the three revised posts, and whether they had to be put out to open competition. The advice was clear that they should be ring fenced and there was no need for open competition. Further debate was deferred to the end of the Meeting.

540. ASSISTANT TO TOWN CLERK'S REPORT

Members noted the report. There was considerable discussion about the Council web site and if we should keep the current design or move forward. If so, how? Mrs Ashton needed members to forward their comments and suggestions. Cllr Trew agreed our current site was dated and did not compare well with other Town Council sites. We had outgrown the system and needed to modernise. It was then **RECOMMENDED** that the Clerk contact all Members immediately to ask them what they felt the local public and the wider world needed to get from our web site, and how they would like to see it for the future, with a response within 2 weeks. Cllr Mrs Johnson wished to see regular NVQ training reports in Staffing Committee agendas.

628. MINUTES OF THE TaVi DEVELOPMENT FORUM

Members noted the minutes of the meeting held on the 18th March 2010 (enclosed). Cllr Pike raised the matter of Company Status (Paragraph 8) as

TaVi still seemed to want to go down that route to allow it to get money to give grants. Cllr Pike felt that this role conflicted with both local authorities as they also gave grants. Cllr Harper was concerned that company status would allow the chairman and officers to start paying themselves salaries. Members appreciated the idea of the 'Forums' like the recent Grow your Own one. Members then **RECOMMENDED** that the Chairman be invited to attend a Council meeting to brief Members on TaVi aims and aspirations.

629. MINUTES OF THE G10 GROUP

Members noted the minutes of the meeting held on the 26th February 2010.

630. MINUTES OF THE TOWNSCAPE HERITAGE PARTNERSHIP

Members noted the minutes of the meetings held on the 21st October 2009 (revised minutes) and the 24th March 2010.

631. MINUTES OF THE CHAMBER OF COMMERCE

Members noted the minutes of the meeting held on the 1st March 2010.

632. MINUTES OF THE WEST DEVON/TAVISTOCK CONSULTATIVE LIAISON GROUP

Members noted the minutes of the meeting held on the 3rd March 2010.

633. GENERAL FINANCE

a. **Accounts** Members considered the monthly accounts for submission to the next Council Meeting, a copy of which is at Annex A. It was **RECOMMENDED** that they be passed for payment.

b. **Outturn.** Members noted the phased budget reporting system print to 31st March 2010. The accounts were successfully closed down on the 12th April, and it was hoped to have data allowing us to show budget underspends and requests for 'roll-over' of unspent project funds to be available for the next cycle of meetings.

634. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

635. DEBTORS

Members noted the list of all those who had a debt to the Council dating from earlier than the last quarter day.

636. STAFFING

Cllr Mrs Metcalf felt the Committee meeting had been a difficult one and she wished to further debate the Staffing Committee minutes. Cllr Trew said that he had recommended a Job Evaluation for one post, but had not been supported. When the Job Description had been drawn up it was for a new post

without knowing how it might develop. Now that it had settled down he felt it time to consider if the initial decisions on pay and tasks were correct. The post needed to be formally validated. Cllr Smith felt that it would not be right to go back on the earlier decision, and no amendment was forthcoming. However, Members agreed that the pay status for any single spinal point posts should be reviewed at the annual appraisal point, and that should first be done 12 months after the post was filled.

637. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960
RESOLVED that the public and press be re-admitted to the Meeting.

638. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN.
There was no such business.

Rising 8.50 p.m.

Signed.....

Dated.....