

## **AGENDA ITEM 4 (c)**

- MINUTES** of the Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 25<sup>th</sup> November, 2014** at **7:10pm.**
- PRESENT** Councillor Mrs A Johnson (Chairman)  
Councillor P Sanders (Vice Chairman)
- Councillors D Eberlie, J Moody, J Sheldon, D Whitcomb.
- Councillor H Smith (Mayor)  
Councillor Mrs S Bailey (Deputy Mayor)  
Councillor C Rogers (Acting Chairman – Properties Committee)
- IN ATTENDANCE** Town Clerk, General Manager, Assistant to the Town Clerk
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### **276. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Mrs M Ewings and Mrs J Metcalf

### **277. DECLARATIONS OF INTEREST**

There were no Declarations of Interest

### **278. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 14<sup>th</sup> October, 2014 be confirmed as a correct record and signed by the Chairman.

### **279. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING**

The Acting Chairman of the Properties Committee advised of those items arising from the meeting with a potentially significant financial implication, one of which had been considered in closed session, the other relating to the engagement of professional advisors to assist in taking forward works on the Council's building's under the Townscape Heritage Initiative Scheme.

## **280. GENERAL FINANCE**

### **a) Schedule of Payments**

The Committee considered the monthly accounts, as at 30<sup>th</sup> September and 31<sup>st</sup> October, 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 31<sup>st</sup> October 2014 for submission to the next Council Meeting (Appendix 2).

## **281. 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 4<sup>th</sup> November, 2014 (Appendix 3).

In the discussion arising from consideration of the above particular reference was made to the provisions of Minute No 253(c), the nature of the Community Grant Scheme and matters pertinent to either the extension of same to individuals, or the introduction of alternative arrangements.

### **RECOMMENDED THAT**

- i. The Forward Planning, Policy and Programme Sub-Committee, at its next Meeting, consider whether or not to introduce a Scheme for the making of grants to individuals and, if so, the eligibility criteria to be applied;
- ii. The Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 4<sup>th</sup> November, 2014 be received and the recommendations contained therein be endorsed and approved.

Noted That in the debate in connection with (i) above attention was drawn to the distinction to be made between the existing "Community Grants" Scheme (which was open to eligible organisations) and the facility which the Council had previously exercised on occasion to make Grants to individuals under the general power of competence (there being no general authority to benefit individuals absent such power).

## **282. REQUESTS/OTHER ITEMS REQUIRING A DECISION**

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

- a. Electoral Review of Devon – Local Government Boundary Review (Appendix 4)

RECOMMENDED THAT no representations be made

- b. Requests to support Town and Parish Fund (TAP) applications for:-
  - i. Defibrillator – Bere Ferrers Parish Council
  - ii. Projection equipment – Dartmoor Forest Parish Council (Appendix 5)
  - iii. Parish Lengthsman – Buckland Monachorum Parish Council (Appendix 6)

RECOMMENDED THAT no representations be made.

## **283. ITEMS FOR INFORMATION**

The following items had been circulated for information only:-

- a. Report of the Assistant to the Town Clerk (Appendix 7)

Noted That Members were requested to confirm their intention to attend at the upcoming seasonal event for staff.

- b. Chamber of Commerce – Minutes of the Meeting held on the 6<sup>th</sup> October and 3<sup>rd</sup> November, 2014 (Appendix 8)

Noted That arising from consideration of the above Members were reminded that Councillor Mrs J Whitcomb was the appointed representative to the above body – Councillor C Rogers being reserve. Any other Members in attendance were therefore present in a personal or other capacity and not as representatives of the Council.

- c. Townscape Heritage Initiative

It was anticipated permission to start would be granted shortly.

- d. Goose Fair Park & Ride update (Appendix 9)

- e. West Devon Parking Strategy Group – notes of the Meeting held on 10<sup>th</sup> September, 2014 (Appendix 10)

Noted That arising from consideration of the above particular reference was made to recent deliberations by the Borough Council in connection with Car Parking Charges and the issuing of permits.

f. Small Business Saturday (Appendix 11)

g. Future Agendas

- i. Southern Link Parishes Committee – No items were suggested
- ii. West Devon/Tavistock Consultative Group – The Committee was advised that a matter regarding consultation in respect of Planning Applications had been arranged with the Borough Council

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

**284. 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

**285. 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 12)

Noted That

- a) The Councils Solicitors be advised of the Councils dissatisfaction at the practice of not sending all significant legal communications by recorded delivery and be further instructed to amend future practice accordingly.

b) in connection with item 'A' a request had been received for a further extension of time. Following consideration and, absent a material change of circumstances, the consensus was that the original decision continue to be progressed.

**286. TOWN HALL AUDIT REPORT**

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

The Committee considered the Report of the Council's Internal Auditor in connection with the above. The recommendations included therein had been passed to staff for action by year end.

In the ensuing discussion reference was made, in particular, to the importance attached to effective and compliant arrangements for the management and maintenance of stock.

The Meeting closed at 8:33pm

Signed.....

Dated.....

CHAIRMAN