



DAWLISH TOWN COUNCIL



Minutes of a Meeting of the *Finance and General Purposes Committee* held at The Manor House Dawlish, on **Thursday 17TH SEPTEMBER 2009**

Present: Councillor H. Clemens – Chairman
Councillor G. Wills (Mayor)
Councillor Mrs. H. Wills
Councillor Mrs. J. Garland
Councillor G. Price

Other Council Members Present: Cllr. Mrs. M. Mugford

In attendance: John Winchester, Town Clerk.

Declaration of Interests:

There were no declarations of interest by Members present regarding items on the Agenda.

Public Participation

There were no members of the public present at the meeting

The meeting was opened by the Chairman, Cllr. H. Clemens at 7.01 pm

53. *Apologies for absence*

Apologies were received from:

Cllr. Mrs. P. Bloomfield who had family commitments and was unable to attend.

Cllr. Mrs. H. Humphries who was suffering illness.

Cllr. Mrs. C. Payne who had family commitments and was unable to attend.

Cllr. W. Protheroe who was recovering from an operation.

RESOLVED unanimously by the Members present and voting that the apologies and reasons for absence be accepted by the Committee.

54. *Minutes*

Members present received the minutes of Finance and General Purposes Committee meeting held on 16th July 2009

RESOLVED unanimously by the Members present and voting that this Committee approves the minutes of the Finance and General Purposes Committee dated 16th July 2009 and the Minutes be signed by the Chairman as a true record of the meeting.

55. *Fire Alarm System, The Manor House*

Members present received a report from Vance Briggs & Co. regarding the suitability of the current fire alarm installed at The Manor House.

Members' attention was drawn to the fire risk assessment conducted by Fire Watch South West Ltd., on 3rd February 2009. The Town Clerk informed Members present that on receipt of the Vance Briggs & Co. regarding the state of the fire alarm, he had contacted the company who had conducted the fire risk assessment for the property in order to be assured that the Town Council was compliant with current regulations.

RESOLVED unanimously by the Members present and voting that this Council takes no further action on the Vance Briggs & Co. report dated 28th July 2009.

56. *Legionella and Legionellosis, Fire Certificates and Fire Assessment/Electrical and Gas Safety*

Members present received reminder letters from the Economic Development, Tourism, Design and Property Department of Teignbridge District Council, by way of aide memoire, regarding inspections and assessment required for all properties owned by or leased to this Council.

RESOLVED unanimously by the Members present and voting that the following action should be taken:

1. QES Ltd., should be employed in order to conduct remedial works and disinfection works in order to comply with current regulation regarding Legionella and Legionellosis.
2. The Town Council's approved electrical contractors be asked to carry out electrical portable appliance testing (PAT) and that tenants of the Town Council be reminded of their obligations with regard to PAT testing.
3. That a suitably qualified gas safety engineer is employed in order to conduct a gas safety test for the cooker in the ground floor kitchen at the Manor House.
4. The Town Clerk continue to direct Fire Watch South West Limited to conduct fire risk assessments as required by law.

57. *Gambling Act 2005*

Members present received a letter from the Senior Licensing Officer at Teignbridge District Council advising Councillors that a review of the District Councils' Statement of Principles is due and Councillors are invited to comment.

RESOLVED unanimously by the Members present and voting that this item should be noted.

58. *Help with Business Rates*

Members present received a letter from the Rating Manager at Teignbridge District Council informing Councillors regarding the Business Rates Referral Scheme and business rate relief.

RESOLVED unanimously by the Members present and voting that this item be noted.

59. *Approved Contractors List*

Members present received a letter from Watsons Electrical Ltd., requesting that the company be added to the Town Council's approved contractors list.

RESOLVED unanimously by the Members present and voting that the Town Clerk takes the necessary steps to update the Town Council's approved contractors list to include Watsons Electrical Ltd., and inform the company accordingly.

60. *CCTV assistance to the Police*

Members received letters from the Prosecution Team informing them that evidence taken from the Town Council's CCTV system has helped to bring a prosecution at Torquay Magistrates Court.

After a lengthy discussion about CCTV by the Members, it was **RESOLVED** unanimously by the Members present and voting that this item be noted.

61. *Notes of a meeting of the Finance and General Purposes Sub-Committee held on 10th August 2009.*

Members present received the notes of the Finance and General Purposes Sub-Committee meeting held on 10th August 2009.

RESOLVED unanimously by the Members present and voting that these notes are adopted by the Committee.

62. *Dawlish Parish Youth Council*

Members present considered the report of the Administration Officer regarding the financial situation where the Youth Council had amassed income which they would like to be able to expend.

RESOLVED unanimously by the Members present and voting that this permission should be given.

63. Report of the Town Clerk

The Town Clerk informed Members present that a letter had been received from Local Works, a cross-party group of MPs who had been instrumental in bringing the Sustainable Communities Act 2007 into law. They were now seeking funding in order to make amendments.

The Town Clerk informed Members present that as they had adopted the Power of Well-Being, they were able to support the request but this should not be a decision at this meeting as the Councillors had not had three clear days' notice in order to consider the request and a Clerk's report had not yet been prepared.

RESOLVED unanimously by the Members present and voting that the letter be put to the next meeting of this Committee.

64. Accounts

Members present received the following:

- Accounts paid in July and August recess 2009
- Accounts for payment in September 2009
- Financial report to the end of July 2009

RESOLVED unanimously by Members present and voting that the accounts were approved.

The meeting was closed by the Committee Chairman at 7.55p.m.

.....
Cllr. H. Clemens
Chairman
Finance and General Purposes Committee