



DAWLISH TOWN COUNCIL

Minutes of a Meeting of the **Finance & General Purposes Committee** Held at The Manor House, Dawlish on Thursday, 24 January 2019 at 7.00pm

Present:

Councillor Clemens (Chairman)

Councillors Lowther (Vice Chairman), Goodman-Bradbury and Nickless

Absent: Cllrs G Fenne, Foden, Taylor and Wrigley

Officers in attendance

Yola Mitchell – Finance Officer

Members of the public

There were four members of the public, three of which spoke in support of the Grant Application for Dawlish Transition.

Items requiring urgent attention

There were none.

90 Apologies for absence

Apologies were received from Councillors A Fenne and L Mayne

91 Agreement of the Agenda between Parts I and II

RESOLVED unanimously agreement of the Agenda between Parts I and II

92 Declarations of interest

Councillor Lowther declared an interest in the Grant Application for Shaldon Festival as a governor for Orchard Manor School so did not take part in the vote.

93 To consider requests for dispensations

There were none

94 Minutes

Members present and voting received the Minutes of the Finance & General Purposes Committee meeting held on 22 November 2018.

RESOLVED unanimously that the minutes of the 22 November 2018 meeting be signed by the Committee Chairman as a true and accurate record of the meeting subject to typographical errors being corrected and the removal of an incorrect declaration of interest.

95 To consider grant applications received

a) Larger Grants

- 1) Dawlish Transition – a grant of £1500 to put towards promotional material to publicise the Walking Festival 2019.

RESOLVED unanimously that a grant of £1500 be approved.

b) Smaller Grants

- 1) Shaldon Festival – a grant of £250 to put towards an outreach programme that includes visitors from the Bath Philharmonia working with students from Orchard Manor School and Teignmouth Community School to create a new piece of music that will be performed as part of Shaldon Festival 2019.

RESOLVED by majority that a grant of £250 be approved.

- 2) Dawlish Twinning Association – a grant for £250 to support a number of initiatives including working with local schools to promote the learning of the French language.

RESOLVED unanimously that a grant of £250 be approved.

96 Strand Banners

Consideration was given to funding the replacement of the 14 banners along the Strand at a cost of £175.00 (ex VAT) per banner.

RESOLVED unanimously to defer to the next Finance and General Purposes Committee so more information could be provided regarding the state of the current banners.

97 Devon County Show

Consideration was given to approving a sum of £1,500 to attend the Devon County Show

RESOLVED unanimously to approve the sum of £1,500 with a request that feedback is given after the event.

98 Office Telephone Upgrade

Consideration was given to approving a sum of £4,278.40 (ex VAT) to upgrade the telephone system in the Council Offices to an IP based system to realise future ongoing savings. The Finance Officer gave additional details provided by the Town Clerk.

RESOLVED unanimously that a sum of up to £4,278.40 (ex VAT) be approved to upgrade the office telephone system.

99 Replacement of Town Council Laptops

Consideration was given to replacing the current two Council Laptops at a cost of £1254.52 (ex VAT)

RESOLVED unanimously to approve the purchase of two laptops for the office as per the quote submitted.

100 Draft Budget and Precept Proposals 2019/20

The chairman read out the draft report to accompany the proposed Budget and Precept 2019/20.

RESOLVED unanimously to recommend the draft Budget and Precept proposal 2019/20 be adopted by Full Town Council.

101 Invoices for Payment, Direct Debit and Income (November and December 2018)

Members present received and considered the report of invoices paid, direct debits and income received since the last report to the Committee.

RESOLVED unanimously that this report be approved.

102 Bank Reconciliation (30 November and 31 December 2018)

Members present received and considered the bank reconciliations as at 30 November 2018 and 31 December 2018.

RESOLVED unanimously that the report be approved.

103 Financial Report (November and December 2018)

Members present received and considered the up to date budget comparison

RESOLVED unanimously that the report be approved.

104 Items from Civic Amenities Committee

There were none

105 Items from Events Committee

There were none

106 Items from the Manor House and Riverside Sub Committee

Members considered the following items:

- a) To approve the spend of £3332.09 (ex VAT) to update and improve the Wi-Fi coverage within the Manor House;
- b) To approve spend up to the value of £3000 (ex VAT) for a feasibility study for works to be carried out on the conservatory (subject to obtaining three quotes).
- c) To approve spend up to the value of £2000 (ex VAT) for a feasibility study for works to be carried out on the Town Council office (subject to obtaining three quotes).

RESOLVED unanimously to approve the following:

- a) Up to £3332.09 (ex VAT) to update and improve the Manor House Wi-Fi Coverage
- b) Up to £3000 (ex VAT) for a feasibility study for works to be carried out on the conservatory (subject to obtaining three quotes).
- c) Up to £2000 (ex VAT) for a feasibility study for works to be carried out on the Town Council Offices (subject to obtaining three quotes).

107 Late Items

There were none

108 Press Release

Members agreed to issue a press release regarding the approved grants for:

- Dawlish Transition
- Dawlish Twinning Association
- Shaldon Festival

Part II Exclusion of the Public and Press – The Public Bodies (Admissions 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 transacted it was RESOLVED that the press and public be excluded from the meeting for the following items of business:

109 Salary and Expenses (November and December 2018)

(Confidential by virtue of relating to members of staff)

RESOLVED Salaries and Expenses for November and December 2018 were noted.

The meeting was closed by the Committee Chairman, Councillor Humphrey Clemens at 8.00pm.

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Cllr Humphrey Clemens, Chairman