

**MINUTES OF THE FINANCE COMMITTEE MEETING OF OTTERY ST MARY TOWN
COUNCIL HELD IN THE COUNCIL CHAMBER, THE OLD CONVENT, 8 BROAD
STREET, OTTERY ST MARY ON MONDAY, 15TH JANUARY 2018 AT 6PM**

PRESENT	Chairman	Councillor Bartlett
	Vice Chairman	Councillor Gori
	Committee Members	Cllrs Holmes, Dobson, Edwards and Pang
	Other Persons	Cllr Giles and Local Reporter – Clarissa Place together with the Town Clerk

F18/01/01

TO RECEIVE APOLOGIES FOR ABSENCE

There were none

F18/01/02

TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND RECEIPT OF REQUESTS FOR NEW DISCLOSABLE PECUNIARY INTERESTS (DPIS) DISPENSATIONS FOR ITEMS ON THE AGENDA

Cllrs Gori and Holmes declared interests in respect of the hiring of the Council's meeting room for language classes

F18/01/03

IN CONSIDERATION OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 (PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED): TO AGREE ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

There were none (the Clerk explained that as she had not received the financial information she was seeking from Devon County Council in respect of Item 6, there was no necessity for the item to be discussed in Confidential Session)

F18/01/04

TO CONSIDER A DRAFT BUDGET AND TO RECOMMEND A PRECEPT FOR THE FINANCIAL YEAR 2018-2019 (INC CONSIDERATION OF FUNDING REQUEST FROM TIPTON ST JOHN PLAYING FIELD ASSOCIATION FROM PRECEPT MONIES)

It was agreed that this item be brought forward. After much discussion it was recommended that the precept figure for 2018/19 should be £129,000. It was further recommended that from the precept monies, Tipton St John Playing Field Association be awarded £4000 towards the replacement costs of its play equipment

F18/01/05

TO CONSIDER AN INCREASE IN ROOM HIRE CHARGES FOR THE COUNCIL MEETING ROOM/CHAMBER AND RENTAL INCREASE RE OFFICES AND THE STATION

It was recommended that there should be no increase in room rates at either the Council Offices or the Station. It was also recommended that Anne Pearson's rental in respect of the portacabin at the Station, remain as per her tenancy at will (she was in the process of entering into a two year fixed term lease for the accommodation). Two offices in the Station were occupied by the Pastor and Claire Gillon at a reduced rental for six months. The six month periods would expire shortly (4th March 2018- Pastor and 26th April 2018 - Clare Gillon) and it was recommended that the Clerk ascertain as to what each tenants plans were in respect of their occupancies. It was also noted that a formal lease was required regarding the Station's occupancy, as currently they were occupying under a tenancy at will

F18/01/06

S106 MONIES UPDATE

The Clerk had received three quotes for the cabinets which would be considered at the Extraordinary Meeting on 23rd January. Both Cllrs Edwards and Giles were of the opinion that it would be more beneficial for the funds to be used for the replacement footbridge at the Tumbling Weir. However the Clerk advised that the money could only be used for purposes specified by Sainsburys (and the footbridge would not meet the criteria). It was suggested by Cllr Holmes that McCarthy and Stone the developers in the vicinity, be approached to see if they would be willing to assist with the funding of the replacement bridge

F18/01/07

UPDATE ON THE POTENTIAL OF THE COUNCIL TAKING ON ADDITIONAL GROUNDS MAINTENANCE WORK

The Clerk advised that she was trying to establish with Devon County Council the cost of additional ground maintenance works (outside the contracted works which the Council now had with Idverde). However the figures they had provided included West Hill. Once DCC had made an adjustment to their figures (omitting West Hill) then she would report back to the Council with the revised financial information

F18/01/08

TO CONSIDER AND MAKE RECOMMENDATIONS REGARDING EARMARKED RESERVES

It was recommended that the Reserves be considered fully at the next Finance Committee Meeting

F18/01/09

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO FINANCE

- i. The quarterly accounts were considered and discussed and were recommended for approval
- ii. Cllr Holmes expressed concern as to the potential lack of income if the police decided to terminate their lease agreement of part of the Council offices. The lease provided a 12 months notice to be given by the tenant should they wish to terminate. In addition the rent was due for review on 1st April 2019. It was recommended that the Clerk contact the police and inform them of the pending rent review date which may then trigger a response as to their future accommodation requirements
- iii. Cllr Faithfull spoke about the potential of Heritage Fund lottery match funding which was available in respect of the Old Town Hall
- iv. The additional damp proofing cost (£3750) to the janitor's room in the Old Town Hall would exceed the agreed total cost of the works to the building of £15,000 (agreed at the Full Council meeting of 8th January 2018). The Mayor was of the opinion that the janitor's room was non essential and therefore the Council should proceed with the original quote of £12,765

F18/01/10

MISCELLANEOUS

The Clerk advised that David Hinchliffe (Internal Auditor) would be carrying out a 2017/18 pre audit inspection in February which was the normal procedure as per previous years. The Clerk advised she would be providing him with information concerning the payroll and payment schedules.

F18/01/11

TO CONFIRM THE DATES OF THE NEXT FINANCE COMMITTEE MEETING

The next meeting to be arranged for March 2018

Meeting Closed at 7.02pm

Mayor's signature: Date:.....