

**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 FRIDAY, 14TH NOVEMBER 2018 AT 1.30PM**

PRESENT

Chairman
Vice-Chairman

Councillor Bartlett
Cllr Gori

Committee Members

Cllrs Holmes, Dobson and Faithfull

F18/11/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Pang

F18/11/02

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

There were none

F18/11/03

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

Items 5, 7 and 9 to be dealt with in Confidential Session due to commercial sensitivity

F18/11/04

TO CONSIDER AND MAKE RECOMMENDATIONS CONCERNING THE FOLLOWING GRANT APPLICATIONS:-

ORGANISATION	REASONING	AMOUNT REQUIRED FOR THE EVENT/PROJECT	AMOUNT REQUESTED FROM TC	AMOUNT RECOMMENDED BY THE CTTE
OSM Joint Guide & Scout Committee	To fund the cost of entertainment on Pixie day (Bands and an entertainer)	Not known	300	300
Men's Shed Ottery	Towards the cost of relocating to the Football Club to include the cost of a planning application to EDDC. Men's Shed provides a lifeline to many men who have experienced life changing experiences	31000	1000	1000
Ottery St Mary Health and Care Forum	To continue to hold events to inform the public about health and social care matters and allow them to give feed back to all service providers and to improve or support the health and well being of the community	1200	600.00	450
OSM Food & Families Festival	To work with Mill Street businesses to promote festival activities in Mill Street and enhance with signage, artwork, decoration & greenery. To provide a visitor shuttle service from the Football Club to and from Fennemore Estate; more diverse children's activities; infrastructure costs	9500	1000	250
Ottery Community Theatre	A replacement backdrop to act as scenery as the current one is old and beyond economical repair	337.50	330	330

Mayor's Initials.....

Ottery Help Scheme	To expand and improve the bereavement support service to include more specialist training for the volunteers involved in delivering the service	900	900	900
Ottery In Bloom	To provide plants, compost & fertilizer for stands and tubs in OSM. To make provision for new/replacement tubs in Ottery St Mary.	500	500	500
Ottery Station Youth Club	To take youth club members on visits as many members would be unlikely to have trips away during the summer	1000	1000	750
Ottery St Mary Twinning Association	To run a membership campaign in 2018 aiming to attract younger people, particularly aiming at the those in the new housing developments in the parish.	500	500	500
Tale Valley Trust (TVT)	Money needed for protective clothing for volunteers and fuel to transport volunteers. Walkers, residents, focus groups and wildlife all benefit from the group's active involvement in maintaining a healthy river.	600	100	100
Tipton St John Community Hall Trust	A replacement floor in the hall	30000	1500	750* see below
Tipton Times	A replacement PC computer that will handle the Tipton Times software as current computer is not capable. It is important that local news is delivered to the parishioners of Tipton	600	£600	300*see below
Tipton St John Playing Field Association	Replace existing play equipment to safeguard the play facility for future generations	29000	4000	4000**see below
Citizens Advice East Devon	Increase in demand for CA's services. The grant will be used towards the salary costs of specialist advisor to ensure the outreach surgery remains open	3,500	2000	1000
OSM Netball Club	To provide an all year round facility for netball at the Kings school. The funding will be used towards the costs of providing lighting which will enable all year round usage and will encourage more people to take up the sport	30,000	As much as the TC is willing to give	***See Below
OSM Silver Band	To purchase new music stands for the main band and brass class (they need replacing as many are rusty due to the damp condition of the room prior to the damp proof work) and mutes for the brass class	2235	1750	1000
			TOTAL	£12,130**note reserves money below

*Payment will be made on receipt on an invoice confirming completion of the works

**The money (£4,000) is already in reserves

***A decision to be made about this application following a meeting on 14th December with Officers from EDDC re S106 Funding for the town

The Committee **RECOMMENDED** that the final decision regarding the recommended grant amounts for each organisation be deferred until the January Full Council Meeting, when information will be known about the S106 funding available to the Council, which may have a bearing on the request made by the OSM Netball Club

F18/11/05

TO CONSIDER AND MAKE A RECOMMENDATION REGARDING FUTURE ACCOUNTANCY PROVISION AND BOOK-KEEPING SERVICES

This item was to be discussed in Confidential Session.

F18/11/06

TO CONSIDER CURRENT INSURANCE PROVISION

It was noted that the Council was fixed into a three year which would expire on 30th April 2020

Mayor's Initials.....

F18/11/07

TO CONSIDER AND MAKE A RECOMMENDATION REGARDING INTERNAL AUDIT PROVISION FOR THE 2018-19 AUDIT

This item would be discussed in Confidential Session

F18/11/08

S106/CIL MONIES UPDATE S106 Monies

Sulina Tallack and Jamie Buckley, Officers from EDDC wished to meet with Council representatives to discuss proposed projects for funding and monies available etc. The date proposed was Friday 14th December at 11.00am. The Council **RECOMMENDED** that the Chairman, Vice-Chairman and Cllrs Dobson, Holmes and Faithfull meet with Mesdames Tallack and Buckley on the suggested date. It was agreed that at the same meeting, the parking provision issue at the former factory site be raised

F18/11/09

REVIEW OF THE CURRENT GROUNDS MAINTENANCE CONTRACTS (INCLUDING THE CEMETERY CONTRACT) AND CONSIDERATION OF THE COUNCIL TAKING ON ADDITIONAL GROUNDS MAINTENANCE WORK ON BEHALF OF DEVON COUNTY COUNCIL FOR A FURTHER YEAR AND ENTERING INTO A FURTHER SUB-CONTRACT

The Council was fixed into a three year contracts until 31st March 2021 with Shaun Davey (Cemetery) and Idverde (Grounds Maintenance) The feed -back on the work carried out this year was that there had been a few minor issues with Idverde but on the whole, the Chair and Vice Chair of the Property and Land Committee were very satisfied with the work carried out. There were no complaints with Shaun Davey`s work in the cemetery.

In addition the Council had a subcontract with DCC which was due for renewal on 1st April 2019. This item to be discussed in Confidential session

F18/11/10

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO FINANCE

Leigh Clarke from Barclays Bank was the new Barclays Business Manager and wished to catch up with the TC with regards to the banking services the Council currently received. He has asked for a meeting on 23rd November at 10.00am. He anticipated that the meeting would take approx. an hour. The Committee **RECOMMENDED** that the Chair and Vice-Chair together with the Clerk would meet with Mr Clarke

F18/11/11

TO CONFIRM THE DATES OF THE NEXT FINANCE COMMITTEE MEETING

Thursday 29th November at 1.00pm

Meeting Closed at 2.41pm

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

Mayor's Initials.....

CONFIDENTIAL SESSION

F18/11/12

TO CONSIDER AND MAKE A RECOMMENDATION REGARDING FUTURE ACCOUNTANCY PROVISION AND BOOK-KEEPING SERVICES

The Committee **RECOMMENDED** that the Council accept the proposed increase of Sloane Walker and for the firm to continue carrying out the book-keeping and accountancy provision for 2019/20

F18/11/13

TO CONSIDER AND MAKE A RECOMMENDATION REGARDING INTERNAL AUDIT PROVISION FOR THE 2018-19 AUDIT

The Committee **RECOMMENDED** that the Council accept the proposed increase charges of David Hinchliffe for 2019/20

F18/11/14

REVIEW OF THE CURRENT GROUNDS MAINTENANCE CONTRACTS (INCLUDING THE CEMETERY CONTRACT) AND CONSIDERATION OF THE COUNCIL TAKING ON ADDITIONAL GROUNDS MAINTENANCE WORK ON BEHALF OF DEVON COUNTY COUNCIL FOR A FURTHER YEAR AND ENTERING INTO A FURTHER SUB-CONTRACT

The Committee **RECOMMENDED** that the Council enter into a further annual subcontract for 2019/20 with Idverde