

BARNSTAPLE TOWN COUNCIL

Minutes of Finance & General Purposes Committee

Monday 6<sup>th</sup> December 2021 at 7.00pm

The Guildhall, Butchers Row, Barnstaple

Present: Councillors:

J Phillips (Chair), V Elkins, I Roome, J Carter, J Wilsher, L York, J Coates, V Nel & J Orange.

In attendance:

Robert Ward (Town Clerk)

Sue Petters (Assistant Town Clerk)

Members of the Public:0

**37. Apologies for absence**

Apologies and reasons for absence were received and approved from Councillors V Monk (health) J Hunt (health), A Rennles (health) and G Marchewka (work) (NC).

**38. Dispensations and Disclosable Pecuniary Interests**

Cllrs I Roome, J Phillips, L York and J Orange as members of North Devon District Council, have a dispensation under SO66 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or dispute between the two authorities.

Cllrs I Roome, as a member of Devon County Council, has a dispensation under SO66 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or dispute between the two authorities.

**39. Minutes of the last meeting**

**RESOLVED:** That the minutes of the meeting held on 11<sup>th</sup> October 2021, are approved as a correct record and signed by the Chairman. (NC)

**40. Budget Monitoring Report and Finance Reports**

**RESOLVED:** To approve and note the Budget Monitoring and Finance Reports (NC).

**41. Interim Internal Audit Report dated 27<sup>th</sup> October 2021.**

**RESOLVED:** To receive the internal audit report and thank the Finance Officer for her dedication and hard work in making sure that the Town Council achieves such high standard of financial management (NC).

**42. Audit of Town Council Health & Safety systems**

**RESOLVED:** To note that an Audit of Town Council Health & Safety systems and processes is being undertaken by an external consultant at a cost £750 per day for up to three days (NC).

**43. Installation of two defibrillators.**

**RESOLVED:** To approve the installation of two defibrillators. One to be installed on Forches Avenue and the other at the Barnstaple Social Club, St Georges Rd at a cost of up to £3,000 each (NC).

**44. Request from North Devon Council for Barnstaple Town Council to take on the cost of Dog Waste Bins in the town.**

The proposal is a cost of approximately £6,000 per year for up to 56 bins. Collection in the first instance to be undertaken by North Devon Council waste and cleansing team.

**RESOLVED:** To defer the decision pending more information from North Devon Council and the outcome of their litter working group (9 for: 4 Abs)

**45. Contribution of up to £2,000 offered to support the repair of the wiring to the Christmas lights on the Strand and up to £300 towards the ChemoHero Christmas lights.**

**RESOLVED:** To note the contributions (NC)

**46. Repairs and renovation of the Mayor's medallion.**

**RESOLVED:** To approve the repairs to the medallion at a cost of up to £1,000 and note that it will not be available for up to two months (NC).

**47. Proposed "Deed of Assignment of Copyright Agreement" for use with volunteers who produce work on behalf of the Town Council.**

**RESOLVED:** To approve the adoption of the document presented with two minor changes (NC).

**48. Request from the Community Safety Partnership for a "TAP for North Devon" point to be installed in the Guildhall Café.**

**RESOLVED:** To approve the installation of the "TAP for North Devon" point on the basis that there is no cost to the Town Council other than the electricity supply (NC).

**49. Matters to be taken in the absence of press and public, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, as the item contains exempt information as defined by Standing Order 81(c, d and f).**

**50. Update from the Town Clerk about the Future High Street Fund and potential works to The Guildhall.**

The Town Clerk presented a proposed Schedule of Works from the architects appointed through the Future High Street Fund project. The report details works to the exterior of the building, costs for the works have not yet been established.

Councillors asked for works to renovate the interior of the building including the balconies in the chamber also be considered.

**RESOLVED:** To note the Schedule of Works and request the Town Clerk to investigate the works to renovate the interior of the building (NC).

**51. Proposal for the future use of the Guildhall Café as a community space.**

The Town Clerk explained that options are being considered for using the currently vacant café (Unit 1) as a community space for the Town Council and other organisations to work with members of the community.

**RESOLVED:** For the Town Clerk to come back with a business case for the change of use of the café as a community space (NC).

**52. Draft 2022-23 budget.**

The committee received the draft budget and noted the opportunities available through the proposed staffing changes, funding for defibrillators and a contribution to Town Centre Christmas lights

**RESOLVED:** To note the draft budget proposals (NC).

Meeting closed at 8.15pm.

Chairman.

Signed: ..... Dated: .....