

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 8 JUNE 2015 AT 8.30AM

Present:

	In the Chair Cllr M. F. Way	
	Town Mayor Cllr D. J. Goodman	
	Cllr M. Cornelius	Cllr Mrs J. Foster
	Cllr M. J. Kingdon	Cllr Mrs C. Lock
	Cllr S. W. Lock	

In Attendance: Acting Town Clerk Mr A. C. Coates

F1/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Bush, Bushell and Lewis

F2/15 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F3/15 **DECLARATIONS OF INTEREST**

Declarations of interest were read out by the Acting Town Clerk;
Cllr Goodman – DPI – Item 7 – I am the Mayor
Cllr Kingdon – DPI – Item 6 – They rent a shed

F4/15 **APPROVAL OF MINUTES**

Finance Committee 6 May 2015
It was RESOLVED that these minutes be approved.

F5/15 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that accounts in the sum of £153934.55 be approved for payment.

Cllr Kingdon declared a DPI in the following item and left the meeting.

F6/15 **DONATIONS TO LOCAL ORGANISATIONS**

Members considered two applications for donations for the 2015/2016 financial year from South Molton Tourist Association and South Molton Sings and the following was RESOLVED:

That South Molton Sings be requested to provide further details regarding their submitted accounts and to forward a copy of their constitution.

Cllr Kingdon rejoined the meeting.

That South Molton Tourist Association be awarded £1500.00

Cllr Goodman declared a DPI in the following item and left the meeting.

Continued ...

F7/14 **MAYOR'S ALLOWANCE**

Members noted and it was RESOLVED that the Mayor's Allowance for 2015/2016 is £1980.00.

Cllr Goodman rejoined the meeting.

There being no further business the meeting closed at 9.01am.

Chairman

Date

F16/15 GARAGES IN PANNIER MARKET

Members noted that the RFO and Market & Property Services Manager have made provisional enquiries to convert the old Post Office garages in the Pannier Market into storage facilities which could be let to market traders or individuals. It was RESOLVED that the RFO should proceed with this project and report back to members in due course. Members agreed that they would like to see a rent of a minimum of £1 per day for these facilities.

There being no further business the meeting closed at 7.07pm.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 10 AUGUST 2015 AT 8.30AM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr M. Cornelius Cllr Mrs J. Foster
Cllr M. J. Kingdon Cllr Mrs C. Lock

In Attendance: Acting Town Clerk Mr A. C. Coates

F17/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Bushell, Lewis, S. Lock and Yeo

F18/15 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F19/15 **DECLARATIONS OF INTEREST**

The following declarations of interest was read out by the Acting Town Clerk; Cllr Way – DPI – Item 8 – Main sponsor

F20/15 **APPROVAL OF MINUTES**

Finance Committee 13 July 2015
It was RESOLVED that these minutes be approved.

F21/15 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that accounts in the sum of £52196.33 be approved for payment.

F22/15 **HEALTH & SAFETY AND EMPLOYMENT SUPPORT**

Mr Andrew Trotter, from Peninsula Business Services, was in attendance to address members in respect of a proposal to provide Health and Safety and Employment support to the Town Council. Following Mr Trotter's presentation it was RESOLVED that Peninsula Business Services be appointed for a three year contract to provide these services for a fixed sum of £284.00 plus VAT per month subject to the Acting Town Clerk obtaining satisfactory references from other Councils already receiving Peninsula's services.

F23/15 **CEMETERY LODGE**

Members noted that two quotes had been received to supply and fit new kitchen units at Cemetery Lodge and following discussion it was RESOLVED that the quote from Richard Bushell, in the sum of £3530.00, be accepted.

Cllr Way declared a DPI in the following item and left the meeting.
Cllr C. Lock took the chair.

Continued ...

F24/15 **DONATIONS TO LOCAL ORGANISATIONS**

Members considered two applications for donations and the following was

RESOLVED:

That South Molton Football Club be awarded £300

Cllr Way rejoined the meeting and re-took the chair.

That Share Music South West be awarded a donation of £500 subject to these monies being used by for the benefit of the South Molton members.

There being no further business the meeting closed at 10.15am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 14 SEPTEMBER 2015 AT 6.30PM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr Mrs J. Foster
Cllr Ms T. Lewis Cllr Mrs C. Lock
Cllr S. W. Lock Cllr Mrs S. Yeo

In Attendance: Town Clerk Mr A. C. Coates

F25/15 **APOLOGIES FOR ABSENCE**

Nil.

F26/15 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F27/15 **DECLARATIONS OF INTEREST**

Nil

F28/15 **APPROVAL OF MINUTES**

Finance Committee 10 August 2015

It was RESOLVED that these minutes be approved.

F29/15 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that accounts in the sum of £30723.13 be approved for payment.

F30/15 **SECTION 106 MONIES**

Members noted that this Committee had previously resolved to install some play equipment in the Recreation Ground. It was RESOLVED that the Clerk's request to match fund this project up to maximum of £6000 be agreed, subject to enquiring whether this amount could be taken from other Section 106 monies not yet spent which had been allocated from other projects.

F31/15 **SOUTH MOLTON SWIMMING POOL**

Members noted that the Clerk has agreed to do the accounts for South Molton Swimming Pool for the previous financial year in order that grant monies can be obtained from North Devon Council and that he was requesting that the Town Council pays the audit fee payable to Davisons Accountants for this to take place. It was RESOLVED that this request be approved up to a maximum of £800. It was further RESOLVED that a letter is sent to the Swimming Pool Trustees explaining the monies the Council had expended on their behalf.

Continued ...

F32/15 YMCA SLEEPOVER – 3 OCTOBER 2015

Members noted that the YMCA were holding a 'Sleep Easy Event' in the Pannier Market on the night of 3 October 2015 and the Clerk was requesting permission for use the premises free of charge. It was RESOLVED that permission is not granted to this request and that the hirers pays the usual charge of £55.

F33/15 ADVERTISING

The Clerk was requesting that a budget of £2000 be allocated to advertise this year's firework and Christmas light switch on event. It was RESOLVED that this request be approved. Cllr Foster abstained from voting on this issue.

There being no further business the meeting closed at 7.07pm.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 12 OCTOBER 2015 AT 8.30AM

Present: In the Chair Cllr Mrs C. E. Lock
Town Mayor Cllr D. J. Goodman
Cllr M. Cornelius Cllr M. J. Kingdon
Cllr S. W. Lock

In Attendance: Town Clerk Mr A. C. Coates

F34/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Bushell, Foster, Lewis, Way and Yeo

F35/15 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F36/15 **DECLARATIONS OF INTEREST**

Nil

F37/15 **APPROVAL OF MINUTES**

Finance Committee 14 September 2015
It was RESOLVED that these minutes be approved.

F38/15 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that accounts in the sum of £64366.52 be approved for payment.

F39/15 **APPLICATION FOR A DONATION**

Members considered an application for a donation for the 2015/2016 financial year from South Molton Volunteer Bureau and it was RESOLVED that a donation of £500 be awarded.

F40/15 **RECYCLING FACILITIES**

Members noted that the Clerk had obtained a quote to provide recycling facilities in South Molton for an interim period and it was RESOLVED that two mixed recycling bins be sited in Central Car Park for a trial period of three months at a cost of £7 per empty

F41/15 **PURCHASE OF SCAFFOLD TOWER**

Members noted that the Clerk was recommending that the Town Council purchases a scaffold tower for the sum of £1065.99 plus VAT and it was RESOLVED that permission be granted to proceed with this purchase.

There being no further business the meeting closed at 9.10am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 9 NOVEMBER 2015 AT 6.30PM

Present: In the Chair Cllr M. F. Way
 Town Mayor Cllr D. J. Goodman
 Cllr M. Cornelius Cllr Mrs J. Foster
 Cllr M. J. Kingdon Cllr Ms T. Lewis
 Cllr S. W. Lock

In Attendance: Town Clerk Mr A. C. Coates

F42/15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs C. Lock

F43/15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman wished to congratulate the Mayor on a successful Mayor's Ball last Friday which was enjoyed by all.

F44/15 DECLARATIONS OF INTEREST

The following declaration of interest was read out by the Clerk:
Cllr Lewis – Personal Interest – Item 6 – Member of the Twinning Association.

F45/15 APPROVAL OF MINUTES

Finance Committee 12 October 2015
It was RESOLVED that these minutes be approved.

F46/15 ACCOUNTS FOR PAYMENT

It was RESOLVED that accounts in the sum of £26526.57 be approved for payment.

F47/15 APPLICATION FOR A DONATION

Members considered an application for a donation for the 2015/2016 financial year from The Twinning Association and it was RESOLVED that a donation of £100 be awarded. Cllr Cornelius wished to have it minuted that he voted against this decision.

F48/15 HALF YEARLY ACCOUNTS

Members noted a copy of the half yearly accounts for the period ending 30 September 2015 and it was RESOLVED that these be approved.

F49/15 INTERNAL AUDIT REPORT

Members noted a copy of the Interim Audit Report for 2015/2016 which had been previously circulated.

Continued ...

F50/15 **SOUTH MOLTON MUSEUM**

Members noted that a letter had been received from the Museum Curator requesting the Council considers underwriting the cost of the Christmas meal for the Museum volunteers. It was RESOLVED that the Council would underwrite this meal up to the sum of £200.

F51/15 **TABLE STORE IN PANNIER MARKET**

Members noted that the Market Manager was requesting that the floor area in the table store be concreted over at an approximate cost of £525. It was RESOLVED that this request be approved and members noted that these works will be carried out by the Town Council's employees. Cllr S. Lock wished to have it minuted that he voted against this proposal.

There being no further business the meeting closed at 7.20pm.

Chairman

Date

.....

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 14 DECEMBER 2015 AT 8.30AM

Present: In the Chair Cllr M. F. Way
 Town Mayor Cllr D. J. Goodman
 Cllr M. Cornelius Cllr Mrs J. Foster
 Cllr M. J. Kingdon Cllr Mrs C. E. Lock
 Cllr S. W. Lock

In Attendance: Town Clerk Mr A. C. Coates

F52/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Bushell, Lewis & Yeo.

F53/15 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman wished everyone a very Happy Christmas.
The Clerk read out a letter from one of the Market Traders who had praised the Council for the wonderful Christmas Light Switch On evening and the fantastic firework display. He also stated that the advertising for the event was second to none.

F54/15 **DECLARATIONS OF INTEREST**

Nil.

F55/15 **APPROVAL OF MINUTES**

Finance Committee 9 November 2015
It was RESOLVED that these minutes be approved.

F56/15 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that accounts in the sum of £53246.94 be approved for payment.

F57/15 **APPLICATION FOR A DONATION**

Members considered an application for a donation for the 2015/2016 financial year from North Devon Voluntary Services Ltd and it was RESOLVED that a decision on this application be deferred at the Clerk's request due to lack of information regarding the organisation. It was also suggested that a representative from this organisation attends the next meeting of this Committee.

F58/15 **REVIEW OF CHARGES**

Members considered the charges to be reviewed and it was RESOLVED that the following changes be implemented as from 1 April 2016:
Burial Fees to be increased by 10% overall.

The time being 9.35pm Cllr Goodman left the meeting.

Continued ...

Pannier Market Car Park Charges – to increase from 50p to 60p per hour.
Stores, Rear of 1 East Street – to increase from £7.50 to £9.00 per week.
Garages, Rear of 1 East Street – to increase from £7.50 and £20.00 to £9.00
and £21.50 per week for the single and double garages respectively.
Cemetery Lodge – rent to be increased to £451.00 per calendar month to
include water rates.

There being no further business the meeting closed at 10.34pm.

Chairman

Date