

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON TUESDAY 14 JUNE 2011 AT 8.30AM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr M. J. Kingdon Cllr Mrs R. McCool
Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F6/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs C. Lock, S. Lock and Sewell.

F7/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F8/11 **DECLARATION OF INTEREST**

The following declaration of interest was read out by the Deputy Town Clerk:
Cllr White – Personal Interest – Item 7 – Member of Twinning

F9/11 **APPROVAL OF MINUTES**

Finance Committee 17 May 2011
It was RESOLVED that these minutes be approved.

F10/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £54913.80 be approved for payment.

F11/11 **ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2011**

- a) Members noted a copy of the above accounts and it was RESOLVED that these be approved.
- b) Members noted a copy of a letter received from the Council's Internal Auditor and it was RESOLVED that this be approved.
- c) It was RESOLVED that the Statement of Accounts be approved and signed by the Chairman of this Committee and the Responsible Finance Officer.
- d) It was RESOLVED that the Analysis of General Reserves and Earmarked Reserves be approved by members.
- e) It was RESOLVED that the Bank Reconciliation for the year ending 31 March 2011 be approved by members and signed by the Chairman of this Committee and the Responsible Finance Officer.
- f) Members noted a copy of the Annual Governance Statement and it was RESOLVED that this be approved.

Continued ...

F12/11 DONATIONS TO LOCAL ORGANISATIONS

Members noted that three further application had been received requesting a grant during the 2011/2012 financial year. It was RESOLVED that monies be awarded as follows:

South Molton Rugby Club £1000.00

South Molton & Bad Bevensen Twinning Association – That no monies be awarded under Section 137 but that the Twinning Association be permitted to spend up to a maximum of £400, and produce receipts, from the Civic Expenditure Budget.

Torrige, North Devon, Mid Devon & Bude CAB – No amount awarded.

There being no further business the meeting closed at 9.22am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 11 JULY 2011 AT 8.30AM

Present: In the Chair Cllr M. F. Way
 Town Mayor Cllr D. J. Goodman
 Cllr Mrs R. McCool Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F13/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs C. Lock and S. Lock.

F14/11 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that, due to the resignation of Cllr Sewell, it was necessary to appoint a replacement Vice Chairman for this committee and it was therefore agreed that this be placed on the agenda for the next meeting.

F15/11 **DECLARATION OF INTEREST**

Nil.

F16/11 **APPROVAL OF MINUTES**

Finance Committee 14 June 2011
It was RESOLVED that these minutes be approved.

F17/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £47871.54 be approved for payment.

F18/11 **TOWN HALL LIFT**

The RFO reported on progress being made regarding the installation of the new lift in the Town Hall and was requesting permission that a further sum be approved to cover any unforeseen works. It was RESOLVED that the RFO be granted permission to spend further monies in excess of the previously agreed budget, up to a maximum of £2500, to complete the works.

There being no further business the meeting closed at 9.00am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 8 AUGUST 2011 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F19/11 **APOLOGIES FOR ABSENCE**

Nil.

F20/11 **CHAIRMAN'S ANNOUNCEMENTS**

Cllr White wished to thank the Finance Committee for their recent financial support when the German visitors were in South Molton.

F21/11 **DECLARATION OF INTEREST**

Cllr C. Lock – Personal Interest – Item 7 – Help with Museum

F22/11 **APPROVAL OF MINUTES**

Finance Committee

11 July 2011

It was RESOLVED that these minutes be approved.

F23/11 **ELECTION OF VICE CHAIRMAN**

It was RESOLVED that Cllr C. E. Lock be elected as Vice Chairman for the ensuing municipal year.

F24/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £34334.18 be approved for payment.

F25/11 **STORAGE FOR MUSEUM**

The RFO reported on the current problem of storage for the Museum's artefacts and other items and advised that a temporary solution had been reached to use rooms at 1 East Street. This arrangement was ideal until such time that the Town Council decides the long term future of these premises. It was RESOLVED that the RFO make further enquiries into space in the Pannier Market garages and what costs, particularly in respect of Business Rates, would be involved if this area, or other areas within the Pannier Market is designated for the Museum's use.

F26/11 **PANNIER MARKET LIGHTS**

The RFO reported that two quotes had been obtained to replace the lights in the Pannier Market. It was RESOLVED that a third quote be obtained and

Continued ...

that if the difference between the cheapest quote (W. H. Buckingham) was less than £500 then the quote received from W. H. Buckingham be awarded to them. It was further RESOLVED that the RFO approaches W. H. Buckingham to ascertain if they are able to better their quote.

There being no further business the meeting closed at 9.02am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 12 SEPTEMBER 2011 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F27/11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs S. Lock, Way and White.

F28/11 CHAIRMAN'S ANNOUNCEMENTS

Nil.

F29/11 DECLARATION OF INTEREST

Nil.

F30/11 APPROVAL OF MINUTES

Finance Committee 8 August 2011
It was RESOLVED that these minutes be approved.

F31/11 ACCOUNTS FOR PAYMENT

It was RESOLVED that the accounts in the sum of £81560.14 be approved for payment.

F32/11 ANNUAL BUDGET MEETING

Members noted that if they have any items they wish to be considered at the above meeting the Responsible Finance Officer requires the information by 30 September 2011. It was also agreed that this be reported under Chairman's Announcements at the Town Council meeting on 13 September 2011.

F33/11 PANNIER MARKET LIGHTS

The RFO reported that two quotes had been obtained from Richard Dart and WH Buckingham, in the sum of £6600 and £8200 respectively, to install new lights in the Pannier Market. It was RESOLVED that the quote from Richard Dart be accepted and it was agreed that Cllr Way be thanked for recommending this company.

Continued ...

F34/11 **DONATION TO LOCAL ORGANISATION**

Members noted that an application had been received from South Molton & District Volunteer Bureau for a grant during the current financial year. It was RESOLVED that they be awarded a grant of £400.

There being no further business the meeting closed at 8.50am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 10 OCTOBER 2011 AT 8.30AM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F35/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Kingdon and C. Lock.

F36/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F37/11 **DECLARATION OF INTEREST**

The following declarations of interest were read out by the Deputy Town Clerk:

Cllr S. Lock – Personal Interest – Item 5 – Chairman of SM & BBTA
Cllr White – Personal Interest – Item 5 – Member of Committee

F38/11 **APPROVAL OF MINUTES**

Finance Committee 12 September 2011
It was RESOLVED that these minutes be approved.

F39/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £28353.6 be approved for payment.

F40/11 **CAR PARKING CHARGES**

Members noted that it was necessary to review the charges for all car parking under the Town Council's responsibility in order to advise the District Council by mid October. It was RESOLVED that no changes be made to the current charges.

F41/11 **1 EAST STREET**

Members noted that the tenant of 1 East Street had requested to extend their current licence to include rooms on the first floor. This request was discussed and it was RESOLVED that the tenant be permitted to include the whole of the first floor of 1 East Street within their licence at an additional rent of £1500.00 plus Vat per annum.

Continued ...

F42/11 TOWN COUNCIL INVESTMENTS

The RFO reported to members on his recommendations for investing in a Three Year Fixed Term Stepped Deposit with NatWest. It was RESOLVED that the RFO be granted permission to invest up to a maximum £300,000 in this scheme.

F43/11 HIRE OF PANNIER MARKET

Members noted a copy of a letter received from Tracey Lewis requesting consideration be given to refunding the hire charge for the Pannier Market for a concert to raise funds for Help the Heroes and the Royal British Legion. Members considered this request and it was RESOLVED that the sum of £30 be refunded.

There being no further business the meeting closed at 9.50am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON THURSDAY 27 OCTOBER 2011 AT 8.30AM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates
Julian Baker – Business Manager RBS

F44/11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Kingdon, C. Lock, S. Lock and McCool.

F45/11 CHAIRMAN'S ANNOUNCEMENTS

Cllr White suggested that the Town Council invests in three separate tranches in order to avoid any penalties if any withdrawal is made prior to the expiry of the term of the bond. Mr Baker advised that it was only possible to invest once in any one issue of the bond. The RFO reported that a sum of £500,000 is invested in shorter term bonds as a contingency for any future withdrawal.

F46/11 DECLARATION OF INTEREST

Nil.

F47/11 APPROVAL OF MINUTES

Finance Committee 10 October 2011
It was RESOLVED that these minutes be approved.

There being no further business the meeting closed at 8.41am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 14 NOVEMBER 2011 AT 8.30AM

Present: In the Chair Cllr M. F. Way
 Town Mayor Cllr D. J. Goodman
 Cllr M. J. Kingdon Cllr Mrs C. E. Lock
 Cllr S. W. Lock Cllr Mrs R. McCool
 Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F48/11 APOLOGIES FOR ABSENCE

Nil.

F49/11 CHAIRMAN'S ANNOUNCEMENTS

At the Chairman's request Mr A. Coates RFO left the room and members discussed Mr Coates recent success in passing the Cilca qualification. It was agreed that as Mr Coates had funded this course himself this item be placed on the agenda for the next meeting of this committee for further discussion. Mr Coates rejoined the meeting following this discussion.

F50/11 DECLARATION OF INTEREST

Nil.

F51/11 APPROVAL OF MINUTES

Finance Committee 27 October 2011
It was RESOLVED that these minutes be approved.

F52/11 ACCOUNTS FOR PAYMENT

It was RESOLVED that the accounts in the sum of £28609.27 be approved for payment.

F53/11 REVIEW OF CHARGES

Members noted the Review of the Charges as forwarded and it was RESOLVED that no changes be made to the existing fees except that the Allotment rents be increased to £40 per annum for a whole plot with effect from 25 March 2013. It was further RESOLVED that the previously agreed 5% increase will not be implemented.

F54/11 HALF YEARLY ACCOUNTS

Members noted a copy of the half yearly accounts for the period ending 30 September 2011 and it was RESOLVED that these be approved. Cllr Kingdon requested that comparison figures are included with the information presented next year.

Continued ...

F55/11 THE ENHANCEMENT

Members noted that the current lease for use of the enhancement expires on 31 December 2011 and that the tenant does not wish to renew this lease. It was RESOLVED that in the first instance the RFO contacts the Welcome Fryer offering them a tenancy similar to the previous lease, at £400 per annum for twelve months only. If they do not wish to take on a tenancy then the RFO should approach the owner of Serendipity. If neither business wished to accept this offer then this item will be reconsidered at the next meeting of this committee.

F56/11 PANNIER MARKET TOILETS – SUNDAY OPENING

The RFO reported that the Pannier Market toilets would now be open on Sundays. The District Council cleaners would open them and a member of the Town Council would close before it gets dark. Members noted that there would be no additional costs to the Town Council as staff would carry out this duty within their normal working weeks hours.

There being no further business the meeting closed at 9.45am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 12 DECEMBER 2011 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F57/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr White.

F58/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F59/11 **DECLARATION OF INTEREST**

Nil.

F60/11 **APPROVAL OF MINUTES**

Finance Committee 14 November 2011
It was RESOLVED that these minutes be approved.

F61/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £26441.78 be approved for payment.

The time being 8.45am Cllr S. Lock joined the meeting.

F62/11 **DONATION TO LOCAL ORGANISATION**

Members considered an application from South Molton & District Archive Society and it was RESOLVED that they be awarded £100 for the current financial year.

F63/11 **MEMBER AND OFFICER TRAVEL EXPENSES**

The RFO reported that as most local councils had increased the travel expenses paid to members and officers from 40p to 45p per mile, in line with inland revenue rates, he was recommending that this Council does the same. It was RESOLVED that this recommendation be approved.

F64/11 **REIMBURSEMENT OF CILCA FEE**

Members noted that the RFO had successfully gained a Certificate in Local Council Administration and was requesting that consideration be given to reimbursing him the £150 application fee. It was RESOLVED that this request be approved.

Continued ...

F65/11 **THE ENHANCEMENT**

The RFO reported that he had contacted two potential licensees regarding the use of the enhancement. It was RESOLVED that the RFO be granted permission to negotiate a short term licence arrangement but if a licence was required for in excess of twelve months it is brought back to this committee for further consideration.

There being no further business the meeting closed at 9.05am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 9 JANUARY 2012 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F66/11 **APOLOGIES FOR ABSENCE**

Nil.

F67/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F68/11 **DECLARATION OF INTEREST**

Nil.

F69/11 **APPROVAL OF MINUTES**

Finance Committee 12 December 2011
It was RESOLVED that these minutes be approved.

F70/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £22134.78 be approved for payment.

F71/11 **LICENCES**

The RFO reported on the ongoing licences in respect of the Amory Centre which was noted by members. It was RESOLVED that the recommendations by the RFO regarding the negotiation of licences be approved.

F72/11 **PANNIER MARKET KIOSK**

The RFO reported on the proposed lease for the kiosk in the Pannier Market and it was RESOLVED that the recommendations be approved. Terms agreed were as follows:

Lease duration – 10 years from 5 December 2011

Tenant is responsible for paying Council Tax, Electricity, Water and Insurances

The Lease may be assigned during the 10 year period but only with the landlords consent

Review date – 25 December 2014 and each subsequent 3rd anniversary

The landlord may request the removal of the kiosk at the expiration of the Lease.

Continued ...

This lease is excluded from the Landlords & Tenants Act
The rent is £4420.00 per annum
Members noted that the lease contains a clause which states that the tenants must not use the kiosk for anything except the permitted use (café and seating area).

There being no further business the meeting closed at 8.47am.

Chairman

Date

F81/11 RE-SITING OF BUS STOP IN POLTIMORE ROAD

The RFO reported on a recent email received from Mr R Sables, DCC requesting a contribution of £1000 to re-site the above. It was RESOLVED that the sum of £1000 be made available towards the required costs and DCC be notified in due course.

There being no further business the meeting closed at 9.15am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 12 MARCH 2012 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F82/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Way.

F83/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F84/11 **DECLARATION OF INTEREST**

Nil.

F85/11 **APPROVAL OF MINUTES**

Finance Committee 13 February 2012
It was RESOLVED that these minutes be approved.

F86/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £23575.15 be approved for payment.

F87/11 **REVIEW OF ANNUAL INVESTMENT STRATEGY**

Members noted a report compiled by the RFO in respect of the above and it was RESOLVED that this be approved.

F88/11 **CLEANING CONTRACT – THE AMORY CENTRE**

The RFO reported that he had negotiated a new contract for cleaning the Amory Centre with A-TAC Cleaning for £4851.60 per annum, a saving of approximately £1000 on the current contract. Members were pleased to learn of this saving and it was RESOLVED that this contract be accepted.

F89/11 **SOUTHLEY ROAD PARKING SPACES**

Members noted that several spaces had recently become vacant at Southley Road, and despite efforts to re-let these no new tenants could be found. It was RESOLVED that as per the RFO recommendation the charges for Southley Road Parking spaces be reduced to £300 per annum for existing tenants with effect from the next invoice date. Any new tenants would also be charged at £300 per annum. Members agreed that the New Road Parking spaces were in a premium location and therefore no reduction to these charges would be considered.

Continued ...

F90/11 CENTRAL PARK WORKING GROUP

The RFO reported on the recommendations made by the above group at their recent meeting. It was RESOLVED that these recommendation be approved in principle but the RFO was instructed to obtain a fourth quote for the supply and installation of a gate at the New Road entrance to Central Park.

F91/11 DOG BINS

Members noted the location of all existing dog bins within the parish and the costs involved regarding these. It was RESOLVED that two additional bins be purchased and positioned off Brook Meadow and Kingsway. These bins would be included within the current contract for emptying with JJ Bins.

The time being 9.25pm Cllr McCool left the meeting.

F92/11 DIAMOND JUBILEE CELEBRATIONS

Members noted that the RFO had negotiated with Fantastic Fireworks to provide a display on Monday 4 June 2012 to celebrate the Queens Diamond Jubilee. It was RESOLVED that the Town Council would contribute the sum of £1500 to this event as previously budgeted to the Diamond Jubilee Celebrations by members. The remainder of the event would be funded by the Business Association.

F93/11 PANNIER MARKET KIOSK

Members noted a copy of a letter from Esther Tas requesting consideration for either a rent free period on the lease of the above or exemption for paying the legal fees associated with the lease. It was RESOLVED that this request be refused as it is not the Town Council's policy to offer incentives on new leases.

There being no further business the meeting closed at 9.35am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON THURSDAY 5 APRIL 2012 AT 8.30AM

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

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F94/11 **APOLOGIES FOR ABSENCE**

Nil.

F95/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

F96/11 **DECLARATION OF INTEREST**

The following declarations of interest were read out by the Responsible Finance Officer:

Cllr Goodman – Personal Interest – Item 7 – Involved in formulating bid

Personal Interest – Item 8 – Involved with this event

Cllr White – Personal Interest – Item 7 – Involved with this event

F97/11 **APPROVAL OF MINUTES**

Finance Committee

12 March 2012

It was RESOLVED that these minutes be approved.

F98/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £27071.40 be approved for payment.

F99/11 **CEMETERY EXTENSION**

Members noted a copy of a report from the land agent, Mr Holtom, which was considered by members. It was RESOLVED that quotes for works in connection with the Cemetery extension be accepted as follows:

Metalwork - WM Ironwork - £12050.00 + VAT

Groundwork & Brickwork - Southcombe Construction - £29290.86 + VAT

This would be a total of £41340.86 + VAT.

F100/11 **SOUTH MOLTON SINGS MESSIAH**

Members noted a copy of a letter received in respect of the above and the details were discussed by members. It was RESOLVED that no further discount be given regarding the fees charged for this event and that the Clerk and RFO forward a letter advising of this decision.

Continued ...

F101/11 **MARY PORTAS PILOT SCHEME – BREAKFAST MEETING**

Members noted a proposal to hold a breakfast event in the Town Hall in April with a maximum contribution from the Town Council of £250. It was RESOLVED that this proposal be approved and members requested that consideration is given to holding this event on a Saturday morning with a preference for coffee and biscuits being provided. The RFO was requested to convey this information to the Business Association who were arranging the event.

There being no further business the meeting closed at 9.31am.

Chairman

Date

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE OAK ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON TUESDAY 8 MAY 2012 AT 8.30AM

Present: In the Chair Cllr M. F. Way
Town Mayor Cllr D. J. Goodman
Cllr M. J. Kingdon Cllr Mrs C. E. Lock
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr S. K. White

In Attendance: Deputy Town Clerk/RFO/Project Co-ordinator Mr A. C. Coates

F102/11 **APOLOGIES FOR ABSENCE**

Members noted that Cllr McCool had advised that she would be late.

F103/11 **CHAIRMAN'S ANNOUNCEMENTS**

The RFO reported that having spoken to the Chairman and Vice Chairman they had agreed to let two parking spaces at Southley Road for £250 per annum each. Members considered that this course of action was acceptable if more than one space was let to a tenant. In order to pass a resolution to this effect it was RESOLVED that Standing Order be suspended.

F104/11 It was RESOLVED that charges for Southley Road Parking spaces be reduced to £250 per annum if more than one space was let to a tenant. It was further RESOLVED that the current charge of £300 be reduced to £275 for one space.

F105/11 It was RESOLVED that Standing Orders be re-instated.

F106/11 **DECLARATION OF INTEREST**

The following declarations of interest were read out by the Responsible Finance Officer:

Cllr Goodman – Personal Interest – Item 6 – Attend Home-Start meetings
Personal Interest – Item 8 – Involved in making original bid

F107/11 **APPROVAL OF MINUTES**

Finance Committee 10 April 2012
It was RESOLVED that these minutes be approved.

F108/11 **ACCOUNTS FOR PAYMENT**

It was RESOLVED that the accounts in the sum of £36475.06 be approved for payment.

F109/11 **DONATIONS TO ORGANISATIONS**

Members considered the applications for donations for the 2012/2013 financial year and it was RESOLVED that amounts be awarded as follows:

Continued ...

1 st South Molton Scout Group	- £500
Home-Start Torridge	- £100
South Molton & District Archive Local History Society	- £100
South Molton Tourist Association	- £1000
Royal British Legion (South Molton Branch)	- £400

The time being 9.00am Cllr McCool joined the meeting.

F110/11 SOLAR PANELS ON TOWN COUNCIL PROPERTY

Members noted a report from the RFO in respect of the above. Members agreed that this initiative should be pursued and It was RESOLVED that South West Renewable Energy be appointed to install 42 solar panels on the roof of the Library building at the rear of the Amory Centre at the quoted price of £17000.00. The RFO reported that he hoped to submit the necessary planning application in time to achieve the current feed in tariff but if this was not possible he would not continue with the project.

F111/11 MARY PORTAS PILOT SCHEME – BREAKFAST MEETING

Members noted that the RFO was requesting that members consider allocating a further £100 to assist in implementing action points highlighted at the recent Breakfast Meeting in respect of the above. It was RESOLVED that any decision be deferred until after the next Town Council meeting when members will be addressed by David Walker from the South Molton Business Association.

F112/11 CIVIC EXPENDITURE BUDGET

Members noted that the RFO was requesting clarification on what this allocation is intended for. It was RESOLVED that this budget may be used for any hospitality events requested by the Mayor or Councillors. Any proposed event should be reported to this Committee prior to it taking place.

F111/11 BIG LOTTERY GRANT

Members noted that the RFO had submitted an application to the above for outdoor gym equipment in the sum of £10000.00 and would keep members informed regarding any progress with this application.

There being no further business the meeting closed at 10.20am.

Chairman

Date