

BUCKFASTLEIGH TOWN COUNCIL

Minutes of the **Finance Committee** meeting held in the Council Chamber on **Wednesday 27th July 2016 at 7.30pm.**

Present: Councillors:- Neil Smith (Chair), Pam Barrett, Fanny Jackson, Mark Maish, Linus McCloskey, Andy Stokes, and Judith Hart (Town Clerk/RFO)

Part I (Open to the Public)

Cllr Linus McCloskey left the meeting at 7.45pm

The Clerk joined the meeting at 7.40pm due to a medical emergency at another location

16/26. Questions raised by the Public: None

16/27. Items requiring Urgent Attention:

Agenda item brought forward to enable Cllr McCloskey to leave the meeting early.

1. **Solar Panels** – a storage facility has now been found in Buckfastleigh. Transport and volunteers have been arranged to collect the redundant solar panels from Barnstaple Civic Hall as agreed with Devon County Council
Action: The Council to pay £250.00 for the cost of transport and a further £50.00 to purchase tarpaulins to cover and protect the solar panels pending installation to the Town Hall, swimming pool and football club.
2. **Buckfastleigh Outreach Citizens Advice** – The Town Council has already agreed to support and fund a new weekly session outreach facility at the Medical Centre, but the method of funding has not been finalised.
Decision: In order to progress matters it was agreed by the Finance Committee that Cllr Linus McCloskey submits an invoice for the service set up costs for funding from either the Elector Fund or the new Community Development Fund as appropriate.

16/28. Apologies: None

16/29. Declaration of Interests: None

16/30. To approve as a correct record and sign the Minutes of the Meeting held on 22.06.2016:

Signed and approved by Councillor Neil Smith.

16/31. Budget Expenditure Report 01.06.16 - 30.06.16:

Action: The subscriptions and licences budget will be reviewed to look at actual need and value for money.

Decision: Planning for the 2017/18 budget needs to commence in September with a view to a participatory budgeting exercise with the community at the October Town Council meeting.

16/32. Bank Payments Report 01.06.16 - 30.06.16:

Noted.

16/33. Banking Update:

The Clerk advised that the new Town Hall Trust account will be available very shortly, however the bank will only permit online banking if the current signatory mandate is changed and they will not agree to the Trust having a debit card which will make purchases for the Town Hall difficult.

Decision: Members agreed to research other charitable bank account providers as the above conditions are not satisfactory.

16/34. To discuss quotes for the new payroll provider:

The current payroll provider is taking semi-retirement and therefore not in a position to set up a second payroll to accommodate the Trust staff as required.

Two quotes have been obtained for this service for both the Town Council and Town Hall Trust as follows:-

Quote A - £6.75 per month (no VAT payable) for the first employee and £1.10 per payslip thereafter = £7.85 and £6.75 for the second payroll. No extra charges apart from the payroll year end and P60s. Pensions chargeable at £50.00 for an initial set up and then 75p per eligible jobholder, per payslip.

Quote B - £25.00 + VAT per month for a weekly payroll or £15.00 + VAT for a monthly payroll. £200.00 + VAT to set up the Workplace Pension.

Decision: Agreed to accept Quote A.

16.35: Elector Fund Applications 2016/17:

Members agreed that the Council needs to look at the approach as to how to invite applications for this fund.

Three applications have been received for the first round of funding:-

1. Buckfastleigh Helipad
2. The William Pengelly Caves Studies Trust
3. The Valliant Soldier

Cllr Pam Barrett: Following a recent meeting of the Ashburton and Buckfastleigh Hospital League of Friends, it has already been agreed that the League of Friends funds the new helipads for both Ashburton and Buckfastleigh, but this does not include the repair of the existing lights at the Buckfastleigh football grounds which is the site identified for a helipad. The site at Ashburton already benefits from a modern set of lights.

Cllr Barrett and the Chair of the Football Club have therefore agreed that a joint letter is sent to the League of Friends encouraging them to reconsider.

Cllr Pam Barrett: It is important that Buckfastleigh is provided with this facility, not only due to the social and well-being aspect, but with respect to the wide variety of activities that place such as canoeing and caving.

The Elector Fund together with the Community Development Fund (CDF) must benefit the community as a whole and need to be looked at together with a consistent approach.

Cllr Andy Stokes: Should grant funding be used to support tourist attractions? These organisations should be encouraged to look at other funding opportunities. The CDF is also being looked at by the Town Council to support a community fund raiser.

Action: Clerk to send CDF applications to all applicants with a covering letter so that all three organisations provide the same information. Decision regarding the Elector Fund and the CDF to be made at the September Town Council meeting.

Meeting closed at 8.40pm.