**FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING**

**HELD ON 22ND APRIL 2024 AT 7.00PM**

**Present:**

Cllr A Allen Cllr D Fletcher

Cllr C Burton Cllr G Kennedy

**In attendance:**

Mr M Wells – Town Clerk

Ms A Christie - Assistant Town Clerk

*The meeting was chaired by Cllr Burton.*

**FR&GP.24/21 Apologies for absence**

Cllr S Brooke – Personal commitment

Cllr M Evans – Post-op recovery

Cllr S Oldrieve - Personal commitment

**FR&GP.24/22 Declarations of Interest**

None.

**\*\*Public Participation:**

None.

**FR&GP.24/23 Minutes**:

i) The minutes of the meeting held on 4th March 2024 *(\*copy previously circulated)* were confirmed as a correct record and were approved.

ii) Item FR&GP.24/19 Income Generation – the Town Clerk advised that the first meeting of the Task & Finish group took place on 19th March and there is an update on the agenda.

**FR&GP.24/24 Standing Item – Climate and Ecology Emergency:**

Membersnoted the Council Declaration to embed the climate and ecology emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

**FR&GP.24/25 Accounts & Financial Statement**:

i) Members received and approved payment and receipt transactions between 23rd

February 2024 and 14th April 2024 *(\*copy previously circulated).*

ii) Members received and approved the bank reconciliation between 23rd February 2024 and 14th April 2024 *(\*copy previously circulated).*

iii) Members received and noted the balances and borrowing as below:

General Account: £ 7,605.76 (as at 14.04.24)

Income/Precept A/C: £ 54,193.71 (as at 14.04.24)

Capital A/C: £ 45,178.71 (as at 14.04.24)

CIL A/C: £ 110,988.70 (as at 14.04.24)

National Lottery Grant: £ 11,051.49 (as at 14.04.24)

Redwood Bank (Rev) £ 85,000.00 (as at 14.04.24)

Charity Bank Invest (Rev) £ 85,000.00 (as at 14.04.24)

Cambridge & Counties (CiL) £ 85,000.00 (as at 14.04.24)

Nationwide Build Soc (CiL) £ 85,000.00 (as at 14.04.24)

B’hamshire Build Soc (Cap) £ 110,000.00 (as at 14.04.24)

Borrowing

Public Sector Works Loan £ - 397,498.36 (as at 31.03.24)

**FR&GP.24/26 Income Generation**

Members received and noted the actions discussed at the recent meeting of the Task & Finish Group (*\*copy previously circulated*). Cllr Burton requested brief updates on members’ actions if they have had the opportunity to progress any. The Town Clerk agreed to coordinate a follow-up meeting of the group to discuss progress in more detail and agree any further actions.

**FR&GP.24/27 Policy Reviews**

Members reviewed the following policies and considered making a recommendation to Full Council to re-adopt:

- Data Protection Policy *(\*copy previously circulated).*

- Data Breach Policy *(\*copy previously circulated).*

- Subject Access Request *(\*copy previously circulated).*

**Resolved:** Following discussion, members approved recommending to Full Council the re-adoption of policies incorporating the various minor amendments as agreed.

**FR&GP.24/28 Rialtas Accounting System – Allotments Module**

Members discussed the use of revenue reserves to the sum of £2,600 to reimburse the Allotment Deposit account for 2024/25. The Town Clerk provided an update at the meeting, confirming the advice from the software provider to reimburse the historic retention of allotment deposits as income and the need to reimburse the deposit account from an income code.

**Resolved:** Following discussion members approved to delegate to the Town Clerk the reimbursement of the allotment deposit account to the sum of £2,600 for 2024/2025 from an appropriate income code as determined by the Responsible Financial Officer, which shows surplus income.

**FR&GP.24/29 Year End Budget Position – 31st March 2024**

Members received and noted the budget position as at the end of the financial year for 2023/24 *(\*copy previously circulated).* The Town Clerk provided a verbal summary update of the financial position of the Council.

**FR&GP.24/30 Bovey Tracey Traffic Management Plan – Update, Funding & Feasibility**

Members received a report *(\*copy previously circulated)* and considered forming a Task & Finish Group to review the current plan and further investigate feasibility of the proposals with DCC. Members discussed the pressure on current Devon County Council budgets and strategic priorities of the County Council.

**Resolved:** Members resolved that Cllrs Burton and Kennedy would i) seek to obtain the formal position from DCC around funding of any schemes and ii) breakdown schemes into manageable phases (if supported by DCC) in preparation for costings to undertake each phase(if beneficial to DCC) and iii) update the Traffic Management Plan (again only if beneficial to DCC).

**FR&GP.24/31 Matters brought forward by Councillors:** *(for information only*).

**The Town Clerk** provided an update on the gift of estate of Mr Insall to Bovey Tracey Town Council, advising that an offer on the property has been accepted by the Executors. The Town Clerk further advised that creating a Charity to manage future funds was not advisable and Counsel opinion is looking to be sought in relation to any implications around a more simplistic method(s) of managing future funds.

**The Town Clerk** asked members if they would consider an item on the next agenda to review the current CiL Groups Policy, following the process of determination of an initial Cil Grant earlier this year.

**Cllr Burton** discussed key messages of post meeting communication. Cllr Fletcher advised members that an outcome of the Communications Task & Finish group is to propose monthly joint committee communications.

The meeting closed at 8:12pm.