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

**HELD ON 3RD MARCH 2025 AT 7.00PM**

**Present:**

Cllr A Allen Cllr D Fletcher

Cllr S Brooke Cllr G Kennedy

Cllr C Burton Cllr S Oldrieve

Cllr M Evans

**In attendance:**

Mr M Wells – Town Clerk

Ms A Christie - Assistant Town Clerk

Two members of Bovey Tracey Youth Action

A member of the Residents Association

A member of the Neighbourhood Watch Association

A member of the public

*The meeting was chaired by Cllr Fletcher.*

**FR&GP.25/14 Apologies for absence:**

None.

**FR&GP.25/15 Declarations of Interest:**

None.

**\*\*Public Participation:**

Two representatives of Bovey Tracey Youth Action spoke in relation to agenda item FR&GP.25/21 iii) (Grant Application Bovey Tracey Youth Café) and provided additional information in support of their application, advising that 30 - 40 young people attend weekly sessions and the organisation also provides a regular Outreach service. The services also provide free food for young people. The Youth Café has increased its upper age limit to age 18, meaning it can support more young people for a longer period without affecting the provision provided to the younger members attending the Youth Café. The Bovey Tracey Youth Café representatives answered questions from members.

**FR&GP.25/16 Minutes**:

i) The minutes of the meeting held on 6th January 2025 *(\*copy previously circulated)* were confirmed as a correct record and were approved.

ii) The following updates were provided

* FR&GP.25/03 - Electronic devices have been purchased and received. These will be configured over the coming weeks and then distributed to councillors.
* FR&GP.25/08 - The change of energy provider to Octopus Energy has now been completed.
* FR&GP.25/11 - A new noticeboard for Mill Marsh Park has been installed.
* FR&GP.25/12 - A survey for the Outdoor Exercise Equipment in Mill Marsh Park has been undertaken with over 200 responses received from the public. 4 Expression of Interest have been received to date following the advertisement of the tender opportunity.

**FR&GP.25/17 Standing Item – Climate and Ecology Emergencies:**

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.25/18 Accounts & Financial Statement**:

i) Members received and approved payment and receipt transactions between

23rd December 2024 and 23rd February 2025 ([\**copy enclosed*](https://www.dropbox.com/scl/fi/akqya0czyfdemkv3a29jb/03.03.25-Payment-Receipt-Analysis-23.12.24-23.02.25.pdf?rlkey=4iwgm80my8fza1t692ef1p7uu&dl=0)*).*

ii) Members received and approved the bank reconciliation between

 23rd December 2024 and 23rd February 2025 *(\*copy previously circulated).*

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

General Account: £ 7,769.29 (as at 23.02.25)

 Income/Precept A/C: £ 151,110.46 (as at 23.02.25)

 Capital A/C: £ 48,679.65 (as at 23.02.25)

 CIL A/C: £ 61,979.02 (as at 23.02.25)

 National Lottery Grant: £ 22,952.43 (as at 23.02.25)

 Redwood Bank (Rev) £ 85,000.00 (as at 23.02.25)

 Charity Bank Invest (Rev) £ 85,000.00 (as at 23.02.25)

 Cambridge & Counties (CiL) £ 130,000.00 (as at 23.02.25)

 Nationwide Build Soc (CiL) £ 130,000.00 (as at 23.02.25)

 B’hamshire Build Soc (Cap) £ 110,000.00 (as at 23.02.25)

 Hampshire Trust Bank (CiL) £ 130,000.00 (as at 23.02.25)

 Borrowing

 Public Sector Works Loan £ - 382,206.92 (as at 23.02.25)

**FR&GP.25/19 Fees and Charges 2025/26:**

Members undertook a review of the current fees and charges and considered approving charges for 2025/26 (*\*copy previously circulated*). The Town Clerk responded to questions from members in relation to the changes proposed and provided further context and reasoning associated with the increases.

**Resolved:** Members approved the Fees and Charges as proposed for 2025/2026, with an amendment to the Christmas light contributions in section 3, where a 3% uplift to the contribution was agreed, resulting in a contribution of £36.05.

**FR&GP.25/20 Legal Advice Service (LAS):**

Members consideredrenewing the current agreement. The Town Clerk provided a verbal update at the meeting, advising members of the previous 12 months usage and what that would have equated to if the Council did not have access to the retainer service.

**Resolved:** Members resolved to renew the current Legal Advice Service (LAS) agreement for 2025/26.

**FR&GP.25/21 Grant Request(s):**

Members consideredapplication(s) for grant funding from:

1. £5,363 - Teignbridge Citizens Advice (*\*copy previously circulated*)
2. £1,500 - Moorland Community Care Group (*\*copy previously circulated*)
3. Members noted a correction of the financial value of the grant application to £7,000 from Bovey Tracey Youth Café (*\*copy previously circulated*)
4. Members noted a correction of the financial value to £940 from Better Places CIC (*\*copy previously circulated)*

**Resolved:** Following discussion, members resolved to award:

1. £5,363 to Teignbridge Citizens Advice
2. To request that Moorland Community Care Group provide details of other grants applied for (section 4) and re-submit the application.
3. £7,000 to Bovey Tracey Youth Café (to be paid in two equal instalment amounts of £3,500 on/around 1st April and 1st September). The source of funds for the second instalment will be determined by the Town Clerk at the time of payment.
4. £940 to Better Places CiC.

**FR&GP.25/22 Grounds Maintenance Vehicle:**

Members received and discusseda report around the options and associated costs for replacing the vehicle (*\*copy previously circulated*).

 **Resolved:** Following discussion, members resolved to delegate authority to the Town Clerk in conjunction with Cllr Evans and the Committee Chair to purchase a suitable second-hand vehicle. Members capped the available spend to £15,000 excl vat, of which the balance (excluding the retained payment of £3,079 received from the insurers) will be funded from capital reserves.

**FR&GP.25/23 Reserves Policy:**

 Members reviewed the Council’s current Reserves Policy.

 **Resolved:** To approve the Policy without amendment.

**FR&GP.25/24 Carbon Baseline Monitoring – Bovey Tracey Town Council:**

Members received the Carbon Baseline Monitoring report for 2023/24 (*\*copy previously circulated*) and considered noting the contents of the report or taking any further action as appropriate.

**Resolved:** Members received and noted the Carbon Baseline Monitoring report 2023/2024 and noted the resolution from the earlier Planning and Environment Committee (PL.25/32) that the item would be referred to Full Council to form a Task and Finish group to review the Council’s position and make recommendations on an appropriate way forward.

**FR&GP.25/25 Capital Programme:**

i) Members considered a process to review and approve the current Capital Programme (*\*copy previously circulated*).

ii) Members discussed a process and considered draft documentation for the addition of new Capital Projects (*\*copy previously circulated*)

 **Resolved:** Members resolved the following:

1. The Town Clerk to undertake initial changes (as highlighted below) in addition to updating the list to reflect latest status. Cllrs Burton and Fletcher to review the updated Programme criteria when available:
2. Resources – time/money
3. to focus on our remit (statutory service or wider responsibility?)
4. change feasibility to deliverability?
5. Project values – change in line with spend limits as stated in the financial regulations
6. Consistency of scoring
7. Current criteria too weighty
8. Consistency with strategic objectives and source of those objectives
9. Additional narrative around each of the variables
10. Deliverability within the year allocated
11. Confirmation of a sponsor
12. Any ongoing maintenance liability
13. Status (delivered, removed or pending)
14. To agree a process and documentation for the addition of new Capital Projects as follows:

**Resolved:** To include a standing agenda item on future Finance, Resources & General Purposes Agendas to review the Capital Programme and to consider any Capital Project Proposal Forms for projects over the value delegated to the Town Clerk (as per adopted Financial Regulations).

**FR&GP.25/26 Recreation, Parks & Property Committee – Request for Funding:**

Members considered approving a request for funding (circa £3,500) for the appointment of a contractor to undertake Memorial Safety Inspections at Bovey Tracey Cemetery. (Item RP&P.25/08).

**Resolved:** To approve unbudgeted funding (circa £3,500) for the appointment of a contractor to undertake Memorial Safety Inspections at Bovey Tracey Town Cemetery.

**FR&GP.25/27 Battery Storage for Solar PV at the Riverside Community Centre:**

 Members considered a report on behalf of Cllr Kennedy (*\*copy previously circulated*).

**Resolved:** To add the Solar PV project to the Capital Programme projects list for consideration at a future FR&GP committee meeting.

**FR&GP.25/28 Matters brought forward by Councillors:** *(for information only*).

**Cllr Brooke** provided a progress update on the Fingerpost signs that have been installed around the town.

**Cllr Burton** notified members of the very sad recent passing of the Women’s XI Captain of Bovey Tracey Cricket Club.

The meeting closed at 8:56pm.