



BEAMINSTER TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held in the Skyrm Room, Public Hall on Tuesday 20th March 2018 at 7.00pm.

373 PRESENT: Cllr Mrs Page (Chairman), Cllr Beswarick, Cllr Body, Cllr Jupp and Cllr Turner; also Mrs Bright (Town Clerk)

374 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Cllr Baker and Cllr Cheeseman.

375 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 4TH DECEMBER 2017.

The minutes of the Special Finance & General Purposes Committee meeting held on 4th December 2017 having been circulated were confirmed and signed by the Chairman as a correct record.

376 DECLARATIONS OF INTEREST

Cllr Jupp declared a personal interest in respect of Beaminster Youth Club.

377 GRANT APPLICATIONS

(a) Dorset Blind Association – members considered a request for a grant to support the Association's work helping blind and partially sighted residents of the town however, with limited funds available within the current budget it was **AGREED** to **DEFER** the grant request until after 1st April 2018.

(b) Dorset Youth Association – members **RESOLVED** a grant of £50 to assist with the cost to provide vital support for youth groups across the county.

378 INTERNAL AUDIT

Members had previously been circulated with a copy of the internal auditors report following her initial visit and **RESOLVED** to **ACCEPT** the recommendation, together with the management response in respect of a small salary overpayment.

379 YARN BARTON CENTRE – ANNUAL GRANT

Members had previously been circulated with Community Centre's Chairman's confidential observations with regard to its aspirations for the future of the Centre and the financial implications. Cllr Turner noted the director's concerns with regard to the future of the premises and, in view of the change to a Unitary Authority in 2019, agreed to raise these concerns with West Dorset District Council via the Programme Board.

Members **RESOLVED** to continue support and **APPROVED** the grant of £2,000.

380 PAYMENTS & RECEIPTS

Members were circulated with the schedule of payments, cheque numbers 104080 to 104092 issued, together with direct debit payments between 1st March 2018 and 20th March 2018 totalling £12,305.17; also receipts totalling £3,189.87.

Members **RESOLVED** to **APPROVE** the schedule, a copy of which is attached.

Cllr Turner declared a personal interest and abstained from voting on the following item.

181 YARN BARTON CAR PARK – INFORMATION BOARD

The information board sited in the WDDC long stay car park was in need of replacement and a grant had been awarded by the District Council to assist in the sum of £1,000.

Cllr Turner circulated a copy of the draft layout and text, together with an example of the style of street map he had envisaged. Members were asked to consider a contract with Delphine Jones to design and illustrate a town map for inclusion on the board at a cost of £480 and a quotation from Swift Signs for the manufacture of the Aluminium composite sign at a cost of £196.25 + VAT. **RESOLVED** to **ACCEPT** the costs associated with the design and manufacture of the information board.

382 PROJECTED BUDGET TO YEAR END 31ST MARCH 2018 AND BUDGET FRAMEWORK FOR 2018/19

(a) Members had previously been circulated with a copy of the projected budget at 31st March 2018 and **NOTED** the actual against budget for 2017/18.

(b) Devolution of WDDC services

The Chairman took members through the 2018/19 budget page by page and no significant issues were raised.

The Town Clerk however, drew attention to issues that had become apparent subsequent to the budget framework for 2018/19 had been approved and asked members to consider budget provision for:

- **Election costs** – the Town Clerk advised that, although we would not be expected not to pay costs until 2020 elections were an unknown entity in that a casual vacancy can occur any time and it would be prudent to include a small sum within the 2018/19 budget to facilitate an EMR for future expenditure. Members **RESOLVED** to include the sum of £2,300 within the Administration Cost Centre heading.
- **Roof works retainer** – **AGREED** to add £3,377 to budget heading 4235/201 to provide for the retainer on the roof works
- **Yarn Barton Information Board** – whilst this project will result in no cost to the council no provision had been made within the budget framework to record the income/expenditure **RESOLVED** to include within the Street Furniture Cost Centre.

Members having considered the budget framework for 2018/19, **RESOLVED** to **RECOMMEND** approval, a copy of the amended budget attached.

(c) Earmarked Reserves

Members were asked to consider the transfer of unspent funds in respect of the following budget headings to earmarked reserves:

- 4522/102 – Community/Devolvment Fund £5,000
- 4524/102 – Skatepark project £6,800

RESOLVED to transfer unspent funds to the appropriate earmarked reserves at the end of the financial year.

(d) Machinery

With repair costs of existing machine quoted in excess of £500 members considered a quotation received from Crewkerne Horticultural for the replacement of a lawnflite mower at a cost of £824.17 + VAT. **RESOLVED** to purchase new machine.

(e) WW1 Centenary 2018

Members considered suitable suggestions for the commemoration of the Centenary of WW1 1914-1918, it was **AGREED** to make enquires with the Royal British Legion and the local Schools for possible inclusion in the commemorations. The initial suggestions put forward were a 'Street Party' in the Square on 28th July and enhanced Remembrance Day Parade on 11th November 2018.

383 DATE OF NEXT MEETING

The date of the next meeting to be confirmed within the Town Council's Calendar of Meetings 2018/19.

384 MEETING

The meeting which started at 7.00pm closed at 8.45pm

Chairman