

## IVYBRIDGE TOWN COUNCIL

### Minutes of the Policy and Resources Committee Held remotely using Zoom, on Monday 14<sup>th</sup> December 2020 at 7pm.

Present: Cllr A Laity (Chairman)  
Cllr S Hladkij  
Cllr P Dredge  
Cllr A Khong  
Cllr T Parsons  
Cllr Mrs K Pringle  
Cllr R Wilson

In attendance:  
Mrs Lesley Hughes, Town Clerk  
Mr Jonathan Parsons, Business Manager  
Mrs Pauline Cleal, Senior Finance Officer

PR20/38 **APOLOGIES:** No apologies were received.

PR20/39 **INTERESTS TO BE DECLARED:** The Chairman invited the declaration of any interests and there were no interests declared.

PR20/40 **ACCOUNTS FOR PAYMENT:** Members considered the accounts for payment for the period 27<sup>th</sup> October 2020 to 30<sup>th</sup> November 2020 (copy previously circulated). Cllr Dredge highlighted some of the payments such as the purchase of the parasols and bases for the Watermark and the payment to PKF Littlejohn regarding the AGAR and external audit of the accounts which had been returned without comment and congratulated the Senior Finance Officer as this an excellent achievement. Cllr Dredge also mentioned the payment regarding trees works and a payment to Nub Sound which was largely in connection with an annual warranty for the cinema projector. A payment to South Hams District Council was with regard to verge cutting and a payment to Park Life South West CIC was in connection with Parks consultancy and Filham Park Masterplan. The payment regarding Filham Park Masterplan would be reimbursed through S106 grant.

It was **RESOLVED** that the list for payments be approved in the sum of £72,353.67 and congratulate the Senior Finance Officer with regard to the external audit.

PR20/41 **INCOME AND EXPENDITURE ACCOUNTS:** Consideration was given to a report on the accounts for October 2020 (copy previously circulated). Cllr Dredge highlighted to the Members a grant had been received with regard to the Emergency Active Travel Scheme. Cllr Wilson queried the grant under the Covid 19 heading, the Senior Finance Officer informed him this was a grant received from South Hams District Council to help fund local

businesses and initiatives in the town. Cllr Dredge highlighted that the expenditure in the Members expenses code was regarding the recent finance training and two councilors attending a Traffic Management course. Cllr Dredge highlighted some income had been received for Town Hall room hire however this was low due to the pandemic, he mentioned that the trade waste had increased due to park use and dog waste and Cllr Wilson informed Members that this had been reviewed in next year's budget. Cllr Dredge highlighted that grants had been received in the Filham Park heading and partly were in connection with the previous year where expenditure had been undertaken but grant money not received. Cllr Dredge enquired of the Business Manager if the £25K grant received was restricted and the Business Manager confirmed this was an unrestricted grant and also that other grants were due plus the possibility of a further grant. At that point the Business Manager informed the Members that two of the pumps in the Watermark heating system had failed and he had sourced a good price for the repairs and that this would be split across the building and fell within the budget for repairs.

It was **RESOLVED** to receive the accounts for the period to 31<sup>st</sup> October 2020.

PR20/42 **DEBTORS UPDATE:** The Committee considered the aged debtors report (copy previously circulated). Cllr Dredge informed Members that one of the debtors were slow to pay and the Finance Officer would be contacting them and Cllr Pringle agreed to contact one other debtor. Cllr Wilson commented that the debtors list was being well managed by the Finance Officer and to thank her for her continued hard work.

It was **RESOLVED** to receive the debtors update and thank the Finance Officer as well as Cllr Dredge for his oversight of the debtors.

PR20/43 **INTERNAL AUDIT REPORT:** The Committee considered the interim Internal Audit report (previously circulated). Cllr Dredge highlighted that the Internal Auditor acknowledged the Council's view regarding banking arrangements and thanked the Senior Finance Officer and Finance Officer for the excellent report which made no recommendations at this time. Cllr Parsons added his thanks to Cllr Dredge for his work regarding the governance which was a vital part of the process, but not acknowledged in the report.

It was **RESOLVED** to note and receive the report and to thank the Senior Finance Officer and the Finance Officer for their hard work.

PR20/44 **BUDGET 2021/22:** The Committee considered the Budget report and the Town Clerk informed Members that the council tax base had decreased to 3831.37 but not as far as was feared. The new houses had helped offset the reduction in the council tax base, however there would still be an increase of 90p per Band D household. Cllr Dredge informed the Members he had just attended a budget meeting with Devon County Council where they were

considering a rise in the Council Tax of around 5.2% due to increased spending in Social Care. Cllr Wilson felt that families were struggling and this Council had a responsibility to the residents and that each Committee had looked at the budget in prior meetings. During these difficult times the budget has been produced with a small deficit so not to increase the precept to the electorate for 2021-22. Cllr Hladkij thanked the Town Clerk for a very comprehensive budget report as this covered all aspects and was very clear. Cllr Wilson proposed the budget be recommended to full council.

It was **RESOLVED** to recommend the precept of £502,412 to Council in January 2021. It was noted there would need to be an increase of 90p per household to cover the reduction in the council tax base.

PR20/45 **ERME PLAYING FIELDS** The committee considered the report (report previously circulated) on the progress on the agreement with South Hams District Council. The Town Clerk outlined the actions that needed to be taken to progress the project and the likely fees that would be incurred at an early stage. Councillors were delighted that the improvements to the clubhouse, which would be a key part of this scheme, would benefit the community and in particular the hundreds of children who played football at the site.

It was **RESOLVED** to

- (i) Offer a 25 year sub lease to Ivybridge Town Football Club, to run concurrently with the one from South Hams DC on the terms outlined, on the basis that it is for the promotion or improvement of social well-being of the community, and to then advertise the lease accordingly to comply with the LGA
- (ii) Support the allocation of up to £10,000 upfront fees for the project, which will be reimbursed in due course from section 106 money
- (iii) Work in partnership with Ivybridge Town Football Club to deliver the new clubhouse project
- (iv) To thank the Town Clerk for bringing this exciting project forward which will be of great benefit to the town.

PR20/46 **NEW PREMISES APPLICATION – IVYBRIDGE BREWING COMPANY, GLANVILLES MILL:** The committee considered the application (information previously circulated). Cllr Wilson was concerned that the licence application covered the walkway directly outside the unit. He advised that he had spoken with the Ivybridge brewing company about their plans at the weekend and whilst the opening times were potentially long he appreciated that they were not intending to open for that length of time.

It was **RESOLVED** to support the application but to request that a walk way is maintained which was clear of seating.

PR20/47 **HEALTH AND SAFETY:** The Committee considered the regular update from the Assistant Town Clerk (report previously circulated). Members thanked the Assistant Town Clerk for the report and Cllr Wilson said he was

very pleased with how the Health and Safety reports had improved and were now presented.

It was **RESOLVED** to note and receive the report, including the annual health and safety review, and to congratulate the Assistant Town Clerk for her work in this sphere.

***In view of the confidential nature of the business to be transacted it was advised that the public and press be invited to withdraw and all Councillors were asked to confirm they were alone in the room.***

PR20/48 **BUTTERPARK:** The Committee considered the letter to South Hams District Council and agreement (previously circulated). The Town Clerk updated Members concerning discussions being held with regard to the final contract details which were around the tendering process. Once the contract was resolved then planning permission would be sought by LiveWest.

The letter sought an extension to the agreement with South Hams District Council in respect of the section 106 money for the purchase of Butterpark. It was understood that the Officer had forwarded this to the legal department.

Cllr Dredge queried the involvement of the Council once the units have been built and the Town Clerk replied that the intention had always been that this Council would retain and manage the housing units, with the learning/training hub being managed by a social enterprise.

It was **RESOLVED** to agree the actions taken.

The meeting closed at 7.45pm

Signed.....  
Chairman

Dated.....