

IVYBRIDGE TOWN COUNCIL**Minutes of the Policy and Resources Committee
Held at the Town Hall on Monday 10th January 2022 at 7pm.**

Present: Cllr S Hladkij (Chairman)
Cllr P Dredge
Cllr A Spencer

In attendance: Mr Jonathan Parsons, Town Clerk
Mrs Pauline Cleal, Senior Finance Officer

PR21/038 **APOLOGIES:** Apologies were received from Cllr Bowden, Cllr Jago and Cllr Pringle.

PR21/039 **INTERESTS TO BE DECLARED:** The Chairman invited the declaration of any interests. Cllr Hladkij declared an interest in cheque number 015136.

PR21/040 **ACCOUNTS FOR PAYMENT:** Members considered the accounts for payment for the period 1st November to 31st December 2021 (copy previously circulated). Cllr Dredge informed Members that he had met with the Senior Finance Officer and looked through the payments which are over a two-month period. He highlighted several payments other than the regular payments such as rates and utilities. Some of the payments highlighted were with regard to the live events which had been held at the Watermark in recent months, two were with regard to inspections and decoration at the Cemetery. He also highlighted payments with regard to Christmas and commented that this had been a very successful event. Cllr Dredge also mentioned income has been received from Devon County Council for planting at Western Road and would offset any expenditure.

It was **RESOLVED** that the list for payments for the period 1st November 2021 to 31st December 2021 be approved in the sum of £167,777.99.

PR21/041 **INCOME AND EXPENDITURE ACCOUNTS:** Consideration was given to a report on the accounts for the period to 30th November 2021 (copy previously circulated). Cllr Dredge informed Members there was little to report on currently but highlighted grants awarded to the Royal British Legion and the income received for planting in Western Road. Cllr Dredge also commented on the Watermark with regard to most areas breaking even, however this would be discussed at the next Watermark meeting.

It was **RESOLVED** to receive the accounts for the period to 30th November 2021.

PR21/042 **DEBTORS UPDATE:** The Committee considered the aged debtors report (copy previously circulated). Cllr Dredge informed members that the Finance Officer had updated the debtors list and there are a few outstanding debts. Cllr Hladkij enquired if Ivybridge Rugby Club were using the pitches at Filham and the Town Clerk said he would contact them. The Town Clerk also agreed to contact the Cricket Club and Manstow Football regarding their outstanding payments.

It was **RESOLVED** to receive the debtors update and thank Cllr Dredge and the Finance Officer.

PR21/043 **HEALTH AND SAFETY:** The Committee considered the regular update from the Assistant Town Clerk and Health and Safety report (report previously circulated). Members discussed the report and Cllr Hladkij enquired about the low scoring against hearing protection provision, the Town Clerk replied that the appropriate equipment is supplied, however, he and the Assistant Town Clerk would be working through the report ensuring all checks and practises were being adhered to. Cllr Spencer enquired about item 2 Organisation regarding councillors understanding their role, the Town Clerk informed him he would discuss with the Assistant Town Clerk regarding the reason this was scored as a 2. Cllr Hladkij enquired about item 18 Outside Areas and the Town Clerk replied that all areas were inspected annually by an independent insurer and weekly inspections by Town Council staff and South Hams District Council. Item 22 Stress, the Town Clerk informed the Members that there was a Stress Management and Bullying Policy in the hand book.

It was **RESOLVED** to note and receive the report.

PR21/044 **BUDGET PROPOSAL 2022-2023:** Consideration was given to a report regarding the budget for 2022-2023 (copy previously circulated). Cllr Spencer appreciated the pie chart depicting the expenditure and income of the Council and the percentages. Cllr Dredge explained some councils have commercial elements which can make them more vulnerable to external forces such as the pandemic and other councils who do not have a commercial element are not so affected. Cllr Hladkij commented that the information should be available to the residents in all formats. The Town Clerk informed Members that the budget had been presented in two versions as some Councillors had previously requested this at previous meetings. Members discussed the budget and unanimously agreed to recommend to Full Council.

It was **RESOLVED** to recommend the Budget to Full Council.

PR21/045 **GRANT APPLICATIONS:** Consideration was given to a grant application from Manstow Football Club and So Social (copy previously circulated). Members discussed the applications commenting on the good works undertaken by the So Social group and agreed to award the grant. Members

also agreed to award a grant to Manstow Football Club and the Town Clerk will contact them.

It was **RESOLVED** to award the following grants:

- i) So Social - £250
- ii) Manstow Football Club - £480

Cllr Hladkij left the meeting at 7.49pm which was then suspended until her return at 7.52pm.

PR21/046 **INTERNAL AUDIT INTERIM REPORT:** Consideration was given to the Internal Audit report (copy previously circulated). The Town Clerk informed Members that the report was good with no areas for concern raised. The Mayor and Town Clerk thanked Cllr Dredge for his input, also the Senior Finance Officer and Finance Officer for their work resulting in a good interim report.

It was **RESOLVED** to receive and note the report.

PR21/047 **INTERNAL AUDIT POLICY:** Consideration was given to the Internal Audit Policy (copy previously circulated). Cllr Dredge informed Members that at the Internal Auditor's last visit he informed him of changes to the Internal Audit Guidance which the Internal Auditor had been asked to contribute to. Cllr Dredge reviewed the Town Council's Internal Audit Policy to reflect these changes.

It was **RESOLVED** to recommend the Internal Audit Policy to Full Council. And to thank Cllr Dredge.

PR21/048 **UPDATE AND INFORMATION:** Consideration was given to the report (copy previously circulated). Cllr Dredge informed Members that CCLA were reviewing their portfolio with regard to commercial properties. Also to note that interest rates were falling however the capital has increased in value.

It was **RESOLVED** to note and receive the report.

The meeting closed at 8.05pm

Signed.....
Chairman

Dated.....