

IVVYBRIDGE TOWN COUNCIL

Minutes of the Policy and Resources Committee Held at the Town Hall on Tuesday 2nd April 2024 at 7pm

Present: Cllr A Spencer (Chair)
Cllr P Dredge
Cllr S Hladkij
Cllr A Khong

In attendance: Mrs Kate Elliott-Turner, Town Clerk
Mrs Pauline Cleal, Senior Finance Officer

PR23/065 **APOLOGIES:** Apologies were received and accepted from Cllrs K Pringle, L Rea and A Rea.

PR23/066 **DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS:** In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests.
a) Cllr A Khong declared an interest in PR 23/076, grant regarding Royal British Legion as he is a Member.
b) There were no written requests for dispensations from members.

PR23/067 **PUBLIC SECTION:** No members of the public were present.

PR23/068 **MINUTES:** Minutes from the meeting held on 19th February 2024 (copy previously circulated) were received.

It was **RESOLVED** to confirm the minutes of 19th February 2024 as a correct record.

PR23/069 **ACCOUNTS PAID:** Members considered the accounts paid and electronic payments made February 2024 (copy previously circulated). A few electronic payments were highlighted with regard to an event at the Watermark which was well attended and the bar takings were very good. Tree works in Park Street Allotments was mentioned as well as a payment for an Internal Audit visit.

It was **RESOLVED** to receive and authorise the list of payments including Bacs and Faster payments for February 2024 in the sum of £79,844.08.

PR23/070 **INCOME AND EXPENDITURE ACCOUNTS:** Members considered the report on the accounts for the period to 29th February 2024 (copy previously circulated). It was mentioned that the electricity invoice was outstanding regarding the Christmas lights but this will be accrued at Year End. Grants spending is below budget as this included funds for a Community Support person which did not happen. Room Hire at the Town Hall is ahead of budget and the Watermark is performing very well against budget.

It was **RESOLVED** to receive the accounts for the period to 29th February 2024.

PR23/071 **DEBTORS UPDATE:** Members considered the aged debtors report (copy previously circulated). The committee were informed that the Finance Officer was chasing prior months debtors.

It was **RESOLVED** to receive the debtors update.

PR23/072 **HEALTH AND SAFETY:** There was no report this month.

PR23/073 **FREE LET REQUEST:** Members considered requests for free let and equipment hire and

It was **RESOLVED** to agree the free of charge lets as follows:

- a) IRUG (Ivybridge Rail Users Group) – free use of rooms within the Town Hall for up to 4 meetings per year and use of equipment – projector, coffee urns, and cups.
- b) Four rivers Dementia Alliance – use of appropriate rooms if available within The Watermark and Town Hall for a maximum of 4 meetings/workshops per year and an annual conference.

PR23/074 **RE-UPHOLSTERING CHAIRS:** Members considered quotes and a report (copy previously circulated) to re-upholster chairs in the St Pierre sur Dives Room and Mayor's Room.

It was **RESOLVED** to accept the quote from A J Upholstery to re-upholster the chairs.

PR23/075 **FINANCIAL REGULATIONS – INCREASE SPEND LIMITS:** Members considered increasing the spend limit in an electronic payment run from £70,000 to £100,000. This forms part of our Financial Regulations, which are to be reviewed in their entirety later in the year.

It was **RESOLVED TO RECOMMEND** to increase the spend limit in an electronic payment run to £100,000, and for the Financial Regulations to be amended accordingly.

PR23/076 **GRANT APPLICATIONS:** Members considered grant applications (copies previously circulated):

Cllr A Khong left the meeting at 7.54pm and took no further part in the discussion during consideration of the grant request from the Royal British Legion.

Royal British Legion sum requested £515 for costs to provide the sound system and Pipe Band for the Remembrance Sunday service 2024.

Cllr A Khong returned to the meeting 7.57pm

Skate South Devon CIC sum requested £1,200 to £1,500 for costs to purchase professionally built and specially designed skateable obstacles, action camera equipment, training for additional skate board coach.

Members enquired if the equipment would be permanent or moveable and the Town Clerk confirmed this was not for permanent structures.

Ivybridge Bloomers sum requested £1,500 to purchase a portable water bowser and recycled planters.

Members enquired if the Town Council had any equipment which could be utilised by the group, such as existing water bowser and planters, and it was agreed to delegate to the Town Clerk to discuss with the group and bring back to a future meeting.

Four Rivers Dementia Alliance sum requested £1,000 to hold workshops and fund publicity merchandise with the aim of raising awareness about being Dementia Friendly.

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

Royal British Legion	£515.00
Skate South Devon	£1500.00
Four Rivers Dementia Alliance	£1000.00

The Town Clerk to liaise with Ivybridge Bloomers regarding a water bowser and planters requested on their application.

PR23/077 **POLICY – HOME WORKING:** Members considered the report (copy previously circulated) and after clarifying a slight amendment it was agreed adopt the policy.

It was **RESOLVED TO RECOMMEND** to accept the Home Working policy.

The meeting closed at 8.21pm

Signed.....

Chairman

Dated.....