

IVYBRIDGE TOWN COUNCIL

Minutes of the Policy and Resources Committee Held at the Town Hall on Monday 12th July 2021 at 7pm.

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

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

PR21/001 **APOLOGIES:** Apologies were received from Cllr Bowden and Cllr Jago.

PR21/002 **INTERESTS TO BE DECLARED:** The Chairman invited the declaration of any interests and Cllr Spencer declared an interest in item PR21/009 regarding grant for Community Connector.

PR21/003 **ACCOUNTS FOR PAYMENT:** Members considered the accounts for payment for the period 1st April 2021 to 30th June 2021 (copy previously circulated). Cllr Dredge informed Members that he had met with the Senior Finance Officer and looked through the list of payments. The majority of the payments were with regard to utilities, rates and salaries. Cllr Dredge highlighted some of the other payments which were with regard to legal fees, contracts or annual maintenance and works covered by grants.

It was **RESOLVED** that the list for payments for the period 1st April 2021 to 30th June 2021 be approved in the sum of £166,195.78

PR21/004 **INCOME AND EXPENDITURE ACCOUNTS:** Consideration was given to a report on the accounts for the period to 31st May 2021 (copy previously circulated). Cllr Dredge highlighted a few of the items from the accounts such as the Grant received regarding furlough which in part refers to the previous financial year. Electricity in the Town Hall which has been estimated and accrued as invoices were late from the supplier. In Civic and Democratic the Members Expenses figure is the hosting fee for councillor's emails. The Rates for Butterpark were high as these had been increased due to the Residential Home now considered to be Long Term Empty Premium, the Town Clerk informed members that he had been in touch with the Valuation Office Agency and sent evidence of the building being uninhabitable to see if the building can be revalued and thus reduce costs. To date there has been no reply and the Town Clerk has chased them for a

response. Cllr Dredge informed Members that income had been received regarding Parish Paths. At a previous Policy and Resources meeting it was agreed to write off an invoice which is shown in the figures as a negative in the income for Filham Park. Cllr Dredge Highlighted the figure of furlough income received in the Watermark mainly referred to the previous financial year. Cllr Spencer enquired if all payments in the list were in the accounts and Cllr Dredge informed him that the accounts were to the end of May 2021 and the payments to 30th June so there would be timing differences for some of those payments.

It was **RESOLVED** to receive the accounts for the period to 31st May 2021.

PR21/005 **DEBTORS UPDATE:** The Committee considered the aged debtors report (copy previously circulated). Cllr Dredge informed members that the Finance Officer would be chasing the outstanding amount for a new customer.

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

PR21/006 **HEALTH AND SAFETY:** The Committee considered the regular update from the Assistant Town Clerk (report previously circulated). Members discussed the report and Cllr Hladkij asked the Town Clerk about Butterpark and he informed Members that new signage is on display and the area is inspected regularly with no recent issues. With regard to Longtimber Woods this would be discussed at the next Parks and Open Spaces meeting. The Town Clerk informed members that he would be discussing the change to the Covid restrictions and its implications with both Watermark and Town Hall Staff.

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

PR21/007 **INTERNAL AUDIT:** Consideration was given to the report (previously circulated) regarding the arrangements for the Internal Audit for 2021-2022 and 2022-2023. Members agreed this was a specialised area of work and that current arrangements were satisfactory and will be reviewed in 2022.

It was **RESOLVED** that the agreement with Auditing Solutions Ltd continue and for the supplier of internal audit services be reviewed again in 2022.

PR21/008 **INSURANCE RENEWAL:** Consideration was given to the report (previously circulated) regarding the renewal of the insurance cover for the Town Council. The Town Clerk informed Members that the insurance broker checks the whole market and undertakes a review each year which is due at the end of the month. Cllr Spencer enquired about insurance covering litter-picking groups.

It was **RESOLVED** that WPS Hallam be retained as the insurance broker and at the forthcoming meeting litter-picking groups and other groups are discussed regarding Ivybridge Town Council insurance covering them and if within budget.

PR21/009 **GRANTS:** Consideration was given to the report (previously circulated regarding annual grants and the Members agreed to award these and it was agreed that a report or presentation must be given to the Members by the recipients during the financial year the grant is awarded.

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

- i. Citizens Advice - £1110 cash and £390 towards room hire
- ii. Ring and Ride (IDCTA) - £1500
- iii. Ivybridge Caring - £900
- iv. Ivybridge RBL Remembrance Day - £700
- v. South Hams CVS Community Connector - £2000

The meeting closed at 7.52pm

Signed.....
Chairman

Dated.....