

IVVYBRIDGE TOWN COUNCIL

Minutes of the Policy and Resources Committee Held at the Town Hall on Monday 19th February 2024 at 7pm

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

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

PR23/050 **APOLOGIES:** Apologies were received from Cllr K Pringle.

PR23/051 **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 Dredge declared an interest in a Faster Payment of 14th December 2023, to reimburse mileage for his attendance at an external meeting.
b) There were no written requests for dispensations from members.

PR23/052 **PUBLIC SECTION:** No members of the public were present.

PR23/053 **MINUTES:** Minutes from the meeting held on 8th January 2024 (copy previously circulated) were received.

It was **RESOLVED** to confirm the minutes of 8th January 2024 as a correct record.

PR23/054 **ACCOUNTS PAID:** Members considered the accounts paid for the period December 2023 to January 2024 (copy previously circulated). A few payments were highlighted with regard Christmas 2023 entertainers, IvyFridge Project, grants and repairs to the Watermark seating.

It was **RESOLVED** to receive and authorise the list of payments including Bacs and Faster payments for December 2023 and January 2024 in the sum of £214,876.89.

PR23/055 **INCOME AND EXPENDITURE ACCOUNTS:** Members considered the report on the accounts for the period to 31st January 2024 (copy previously circulated). It was highlighted that the Christmas Festival was currently below budget but the invoice for the electricity had not yet been received. Agreed grants had been paid and income from Town Hall room hire was above budget. The Watermark to date was performing very well against budget.

It was **RESOLVED** to receive the accounts for the period to 31st January 2024.

PR23/056 **DEBTORS UPDATE:** Members considered the aged debtors report (copy previously circulated). The committee were informed that the Finance Officer was chasing prior months debtors and that an outstanding debt had been paid.

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

PR23/057 **HEALTH AND SAFETY:** Members considered the health and safety report (copy previously circulated). The Chair queried if we require an external inspection regarding the legionella testing. The Town Clerk replied, regular testing is undertaken but an external inspection had not been conducted for some time. The Chair raised a query with regard to Table 2 in the Health and Safety report question 1 re councillors and their roles. This scored a 2 in the previous year and again this year, the Chair queried if there was a particular reason. After a discussion it was agreed to look at the new councillor pack and update it.

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

PR23/058 **FREE LET REQUESTS:** Members considered a free let request from Ivybridge Chamber of Commerce, for use of the Committee Room Jan (23/24), May (24/25) and Sept (24/25), 1 hour per booking. Members agreed to these free of charge lets.

It was **RESOLVED** to agree the free of charge lets for Ivybridge Chamber of Commerce.

PR23/059 **RESERVES:** Members considered the proposed allocation of any underspend for the end of year processes (copy previously circulated) it was unanimously agreed to delegate responsibility to the Responsible Finance Officer to vire actual underspend to the reserves, when known at year end.

It was **RESOLVED TO** delegate responsibility to the Responsible Finance Officer to vire actual underspend to the reserves at the year end.

PR23/60 **STANDING ORDERS:** Members considered the updated Standing Orders (copy previously circulated) and agreed to recommend to full Council with amendments.

It was **RESOLVED TO RECOMMEND** to full Council the amended Standing Orders.

PR23/61 **ASSET REGISTER:** Members agreed to defer to the next Full Council meeting.

It was **RESOLVED TO** defer the Asset Register to the next full Council meeting.

PR23/62 **ERME PLAYING FIELDS – UPFRONT COSTS:** Members considered the report (copy previously circulated) and agreed to delegate to the Town Clerk once a response from the S106 Officer had been received.

It was **RESOLVED TO** delegate to the Town Clerk.

PR23/63 **EXCLUSION OF PRESS & PUBLIC:**

Members of the press and public were

PR23/64 **FUTURE USE OF COMMITTEE ROOM:** Members considered a report (copy previously circulated) regarding future use and associated costs of the Town Hall Committee Room.

It was **RESOLVED TO** continue to hire the committee room to the current regular hirer and work with the Heritage Group regarding storage of the archives.

The meeting closed at 8.42pm

Signed.....

Chairman

Dated.....