

IVYBRIDGE TOWN COUNCIL

Minutes of the Policy and Resources Committee Held at the Town Hall on Monday 20 February 2023 at 7pm

Present: Cllr A Spencer (Chairperson)
Cllr P Dredge
Cllr T Munro
Cllr A Rea
Cllr R Wilson

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

PR22/048 **APOLOGIES:** Apologies were received from Cllrs Hladkij and Cllr Parsons.

PR22/049 **INTERESTS TO BE DECLARED:** The Chairman invited the declaration of any interests. There were no interests declared.

7.02pm Meeting was suspended to receive a presentation from the Ivybridge Town Football Club in relation to item PR22/055.

A presentation was given by Ivybridge Football Club representatives, Paul Cocks, Lee Rider, Mark Livermore and Brian Howard. The presentation was regarding a project to improve the Club's pavilion.

PR22/050 **ACCOUNTS FOR PAYMENT:** Members considered the accounts for payment for January 2023 (copy previously circulated). Cllr Dredge highlighted a few of the payments including a Faster Payment for an event in the Watermark. He also mentioned a replacement tree for Victoria Park which the Town Clerk confirmed an ash had to be removed and a tree planted in its place. Cllr Dredge also highlighted expenditure for the Filham Park Masterplan but informed Members S106 money had been received to cover the majority of the expenditure.

It was **RESOLVED** to receive the list for payments for January 2023 in the sum of £104,855.24 and approve the list of BACS and Faster payments.

PR22/051 **INCOME AND EXPENDITURE ACCOUNTS:** Consideration was given to a report on the accounts for January 2023 (copy previously circulated). Cllr Dredge informed members in the Community Development centre expenditure for Christmas Festival, Christmas Day and the Jubilee had been offset against extra income received for the events. Cllr Dredge mentioned the Watermark explaining there were timing differences with regard to Cinema and Events income and expenditure. He added the coffee shop income was above average but catering was down due to increased costs in the month.

It was **RESOLVED** to receive the accounts for January 2023.

PR22/052 **DEBTORS UPDATE:** The Committee considered the aged debtors report (copy previously circulated). Cllr Dredge informed members that he had spoken to the Finance Officer and a few on the list had paid since the agenda was sent and the Finance Officer was chasing the remaining outstanding debtors.

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

PR22/053 **HEALTH AND SAFETY:** The Committee considered the regular update from the Assistant Town Clerk, Safety Review report and the Health and Safety Policy (previously circulated). The Town Clerk explained to Members about the recent incident in the Watermark. All measures have been taken with regard to lighting of the stairs and the bottom step has hazard markings and is lit. Cllr Rea enquired if details were taken regarding customers when they book tickets. The Town Clerk confirmed that at time of booking customers are asked about stairs and seating etc. Cllr Rea asked if the incident would be recorded even if those involved had left so could not be followed up, the Town Clerk confirmed incidents were always recorded and best efforts made to get contact details.

The Town Clerk continued with regard to the Health and Safety report explaining the Assistant Town Clerk was working through the report and Cllr Wilson added it was a good report with only minor areas to address. The Town Clerk mentioned that the Health and Safety consultant who visited annually had advised that the insurance company had requested an independent inspection with emphasis on the Watermark. The Watermark Manager had requested stress awareness training in compliance with the stress policy.

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

PR22/054 **RESERVES EXPENDITURE:** Consideration was given to the report (copy previously circulated) regarding the upgrade of the remaining lighting in the Town Hall. Members agreed to fund the upgrades from the Climate Action Initiative reserve.

It was **RESOLVED** to fund the remaining Town Hall lighting upgrades from the Climate Action Initiative reserve 9103/901.

In view of the confidential nature of the business to be transacted it was resolved that the public and press be invited to withdraw.

PR22/055 **IVYBRIDGE TOWN FOOTBALL CLUB:** Representatives from Ivybridge Football Club gave a presentation regarding improvements to the club house. Members discussed the presentation and information (previously circulated) but felt that clarification was needed to consider further and asked the Town Clerk to seek the necessary clarification and bring back to the Policy and Resources Committee before deciding on any recommendations to Full Council.

It was **RESOLVED** that the Town Clerk would seek more information and clarification and report back to the Policy and Resources committee.

PR22/056 **GRANTS APPLICATIONS:** The Committee considered the grant applications (previously circulated) and agreed the Stroke Group be awarded a grant in kind with free room hire. Members discussed the grant application from the Rotary Club and agreed to award the grant and asked the Town Clerk to contact the Club with regard to reviewing where the Defibrillators are to be located and any statistics re use. Members also discussed the grant application from Emotional Logic Centre and agreed to award a grant once the match funding grant had been awarded.

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

- i) award £540 (in kind room hire) to the Stroke Group
- ii) award £1250 to the Rotary Club re Defibrillators in Ivybridge
- iii) award £600 to Emotional Logic Centre once the match funding grant has been awarded

The meeting closed at 9pm.

Signed.....

Dated.....

Chairman