

BARNSTAPLE TOWN COUNCIL  
Minutes of Finance and General Purposes Committee  
Monday 12th June 2023 at 7.30 pm  
The Guildhall, Butcher's Row, Barnstaple

Present: Councillors:

V Monk, V Elkins, J Hunt, J Phillips, L York, A Shah, J Coates,  
J Orange and I Williams

Also in attendance:

R Ward, Town Clerk

Members of the Public:0

Apologies for absence:

T Clarkson and G Marchewka

**13 To receive and approve apologies for absence.**

Apologies and reasons for absence were received and approved (NC)

**14 To receive any dispensations and disclosable pecuniary or other interests.**

Cllrs J Hunt, L York and J Orange as members of North Devon District Council, have a dispensation under SO66 to discuss and vote on any item on the agenda unless the item refers to a financial or legal agreement or dispute between the two authorities.

Non-pecuniary interests for Cllr J Hunt and J Phillips for items under the bank transactions that relate to organisations that they are involved with.

**15 Minutes of the last meeting**

RESOLVED: That the minutes of the meeting held on 22nd May 2023, are approved as a correct record and signed by the Chairman. (NC)

**16 Financial Reports**

All the Finance reports including the:

- Budget Monitoring Report.
- Bank Transactions.
- Aged Creditors and Debtors
- Direct Debits.
- Credit Card Payments.
- Nominal Balances.

were reviewed under the one item.

RESOLVED: To approve and note the budget monitoring and financial reports for May 2023 (NC)

**17 Armed Forces Day event funding request**

RESOLVED: to note the request from the Veterans Charity for £3,000 in support of the Armed Forces Day event, that takes place on Saturday 24<sup>th</sup> June and to offer to underwrite the event up to this value, once the balance of payments is known (NC).

**18 Insurance Renewal 2023-24**

RESOLVED: To note that the insurance renewal for 2023-24 has now been paid and that the costs are as follows (NC)

	<b>Cover at Start of Last Year</b>	<b>Cover at End of Last Year</b>	<b>Renewal</b>
Aviva Commercial Combined	28,006.58	28,006.58	31,482.97
Ecclesiastical Commercial Combined	14,976.44	14,976.42	16,435.20
ERS Commercial Motor	2,069.00	2,719.72	2,958.28
Aviva Sickness /Business Travel	437.66	437.66	437.69
<b>Total</b>	<b>£45,489.68</b>	<b>£46,140.38</b>	<b>£51,314.14</b>

**19 Premises Rebuild Cost Assessment**

RESOLVED: to note the Town Clerk’s report detailing the current insurance premises rebuild valuations and to note that new valuations that need to be reviewed have been received for:

- Barum House
- Castle Centre
- St John’s Community Centre
- Rock Park Lodge
- Rock Park Kiosk & Toilets

St Anne’s Chapel, due to being Grade I listed requires an on-site valuation and prices are currently being sought for this to take place (NC).

**20 Energy Performance Certificate for Town Council buildings**

RESOLVED: to approve undertaking Energy Performance Certificate assessments on the following buildings:

- Castle Centre
- Barum House
- St Anne’s Chapel
- Rock Park Lodge
- Rock Park Kiosk & Toilets

At a cost of £250 per building, £150 for RP Toilets (+vat) (NC).

Cllr V Elkins left the meeting at this point.

**21 GDPR Update**

RESOLVED: To note that the GDPR audit, approved at the last meeting, will be undertaken over the summer and will be followed by training for staff and councillors to support the implementation of new policies and procedures that will be generated (7 for: 1 abs).

**22 Corporate Governance Policy Review**

RESOLVED: That Cllrs J Phillips, J Hunt, J Orange and up to two other Councillors, who will be invited to join, form the Corporate Governance Working Group to consider updated policies prior to them being submitted to the October Finance & General Purposes Committee for adoption (NC).

**23 Matters to be taken in the absence of press and public, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, as the item contains exempt information as defined by Standing Order 81(c, d and f). (NC)**

**24 Legal matters**

The Town Clerk updated the Committee on the Following matters:

- Land Registry and the registration of Town Council land and properties.
- St John's Community Centre, renewal of lease.
- Barnstaple Fair Licence, for the new fair site.
- Allotments and the management of unauthorised gates.
- Commercial tenancies at the Castle Centre and Rock Park Lodge.
- A licence with NDDC for the installation of a defibrillator in Forches.
- A graffiti removal indemnity form.
- The Bus Station building a potential asset transfer from NDDC.
- Barnstaple Guildhall and the delivery of the Future High Street Fund works to redecorate the exterior, in partnership with NDDC.

Meeting closed at 9.00 pm.

Chairperson.

Signed: .....

Dated: .....