

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBER**  
**OF DARTMOUTH GUILDHALL ON TUESDAY 14<sup>th</sup> NOVEMBER 2018**

**PRESENT:** Cllrs: G Coles; A Fyson (Vice Chairman); D Gent; R Lyon (Mayor);  
F Pritchard-Tagg (Chairman and Deputy Mayor); R Springett

**IN ATTENDANCE:** Town Clerk: C Pritchard-Williams; Finance Officer: A McGrigor

**41. APOLOGIES FOR ABSENCE**

Cllr: F Hawke

**42. DECLARATIONS OF INTEREST**

There were no declarations of interest at this point

**43. CORRESPONDENCE**

- **Waivering fee for Bandstand from DSA (Disabled Sailing Association)**

The Chairman read out the correspondence asking for their fee to be waived for the hire of the bandstand.

Cllr Springett said that the principle of this Council is that we do not waive the fee for the Council's properties, but charities and clubs do have the option to apply for a grant to cover the cost of the fee. Councillors were in agreement and it was pointed out that there was no longer money in this year's grant budget, but applications could be accepted for the next financial year's grant budget.

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolution:** To refuse this request to waive the fee and to invite them to apply for a grant out of the next financial year's budget.

All Councillors who were present were in favour.

**44. I.T. COSTS FOR 2018-2019**

- **PURCHASE OF OFFICE LAPTOP AND PROJECTOR (SHDC withdrawal of paper planning applications)**

There was a discussion around this subject because SHDC are proposing to withdraw posting out paper planning applications to Town and Parish Councils. The Finance Officer had obtained a quote for a new projector and a new laptop to allow the plans to be projected onto a white screen during the Planning meetings. Cllr Springett suggested that the Council might be better with a large touch screen television in the Council chamber however it was thought it would be more versatile to have a separate projector and laptop. It would also be useful to offer to organisations renting the Guildhall that they can also hire a projector.

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolution:** To accept this quote and purchase a new projector and laptop.

All Councillors who were present were in favour.

- **RBS / RIALTUS SUITE – ASSET REGISTER SOFTWARE**

The Finance Officer explained that our internal auditor had recommended getting asset register software to help with financially managing the Councils assets, the Clerk said that they would be purchasing this software from the company who provide our existing finance software.

#### **45. BUDGET UPDATE 2019-2020**

There was a general discussion about the budget for 2018-19 and how we will need to increase this to manage the new assets within the town, Cllrs discussed the assets and the work that would need to continue to bring them up to standard and to maintain that standard. There was the suggestion of increasing the budget by 3% as standard inflation and also 5% for covering the new assets.

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

All in favour

**Resolved:** To increase the budget for 2019-20 by 3% as standard inflation and also 5% for covering the new assets for a precept of £330,009.

All Councillors who were present were in favour.

#### **46. AGREE PRICING FOR THE MEMORIAL BENCHES AND TREES**

The Clerk spoke about the pricing for the memorial benches and trees that have come over as part of the transfer of assets from SHDC.

Councillors thought that it was no longer viable to offer memorial trees in Royal Avenue Gardens but that we could think about offering memorial trees in the Orchard, this is to be discussed further in the Corporate Property committee meeting on Tuesday 20<sup>th</sup> November 2018.

The pricing documents sent over from SHDC were circulated to all Cllrs present and there was a discussion about the way forward. It was decided to charge £250 for the placement of a plaque on an existing bench in Royal Avenue Gardens or Coronation Park.

**Proposal:** Cllr Lyon (The Mayor)

**Seconded:** Cllr Springett (Chairman)

**Resolved:** To charge £250 for the placement of a plaque on an existing bench in Royal Avenue Gardens or Coronation Park and to no longer offer memorial trees in Royal Avenue Gardens.

The idea of a memorial wall on the back of the amenity hut in Royal Avenue Gardens was discussed and this will be discussed further at the Corporate Property meeting on Tuesday 20<sup>th</sup> November 2018.

#### **47. ELECTRICITY SUPPLY PRICES AT THE COUNCIL DEPOT**

The Clerk apologised but the necessary information was not available at this time and this will be passed to the Corporate Property committee on Tuesday 20<sup>th</sup> November 2018.

#### **48. EXCLUSION OF PRESS AND PUBLIC**

**Proposed:** Cllr Lyon

**Seconded:** Cllr Springett

**Resolved** - That in view of the confidential nature of business about to be transacted, it was in the public interest that the press and public be excluded and that they be instructed to withdraw.

## IN COMMITTEE

### **49. AGED DEBTORS REPORT AS AT 30<sup>TH</sup> SEPTEMBER 2018**

The Finance Officer talked through the aged debtors report in detail with the Councillors and spoke about a number of debts that were currently being chased up.

### **50. DARTMOUTH VISITOR CENTRE – FINANCIAL UPDATE**

There was no financial update available at this time.

### **51. IVY LANE STUDIO DEBT**

The Finance Officer said that she had been looking into the costs for small claim court and there was a discussion about the next steps on this matter

The Clerk and Finance Officer were asked to write to the previous tenants to explain that this sum is still due which includes dilapidation costs and that if necessary, we will take this to the small claims court.

All Councillors who were present voted to come out of committee