

Present

*Councillor R E Chilcott – Chairman

#Cllr R M Lyon (Town Mayor)
*Cllr R W I Cooke (Deputy Mayor)
*Cllr D J Cawley
*Cllr A J C Fyson
*Cllr D M Gent
*Cllr F J Hawke
#Cllr R Springett

*Denotes attendance

#Denotes apology for absence

1. DECLARATIONS OF INTEREST

There were none.

2. CORRESPONDENCE

- a) Request from South Hams District Council for funding towards a planted Dartmouth Town Crest in the Royal Avenue Gardens in 2015.

Proposed: Cllr F J Hawke

Seconded: Cllr D M Gent

Recommended: That the Town Council contribute £500 towards the cost of the planted Town crest in the Royal Avenue Gardens.

- b) Letter from Mr Les Ellis, Town Crier – Re Annual Honorarium and assistance with the cost of new Regalia.

Proposed: Cllr F J Hawke

Seconded: Cllr D J Cawley

Recommended: That the Town Council pay a £250 honorarium to the Town Crier and make a grant of £150 towards the cost of new uniform.

c) Application for a small grant (£100) from Dartmouth Community A.E.D. Fund.

Proposed: Cllr D J Cawley

Seconded: Cllr D M Gent

Recommended: That the Town Council make a small grant of £100 to Dartmouth Community A.E.D. Fund and ask that the service publicises clearly how the defibrillators can be accessed and used.

3. GRANT TO TOTNES AND DARTMOUTH RING AND RIDE SERVICE.

Following a presentation at Full Council on 2nd February 2015 members considered a one-off grant towards the purchase of a minibus for Totnes and Dartmouth Ring and Ride Service. Figures detailing grants made by other Parish and Town Councils had been circulated to members. It was agreed that the Towns and Parishes who used the service should be asked to contribute on a percentage basis.

Proposed: Cllr D J Cawley

Seconded: Cllr F J Hawke

Recommended: That the Town Council make a one-off donation of £2,000 towards the purchase of a minibus, in addition to the annual grant of £750.

Proposed: Cllr F J Hawke

Seconded: Cllr D M Gent

Recommended: That the Mayor write to all the Towns and Parishes covered by the Totnes and Dartmouth Ring and Ride service informing them of Dartmouth's contribution and asking them to contribute to the service.

3. SUMMARY OF INCOME AND EXPENDITURE TO 31st JANUARY 2015.

A schedule of Income and Expenditure figures to 31st January 2015 had been circulated to members. The Chairman explained that the accounts were currently showing a surplus of £163,000 for the year and would be reviewed again in April when the final figures were

available for 2014/2015. The summary of Income and Expenditure to 31st January 2015 was noted.

4. REPORT BY THE FINANCE AND ADMINISTRATION OFFICER ON TRAINING RECEIVED FROM RBS SOFTWARE ON THE OMEGA FINANCE SYSTEM.

The Finance and Administration Officer informed members that she was receiving constant training throughout the year from the staff at RBS Software who provided the Omega accounts package. She had received one day's training at the RBS offices in Swindon at the beginning of her first year and on 30th January 2015 a member of staff from RBS had provided one to one training for her at the Council offices. Going forward she would be able to use the knowledge gained from this training and would shortly be receiving specialist VAT training. RBS Software were booked to carry out the end of year close of the Council's accounts on 28th April 2015 and Maggie Baillie would shadow them while this took place. The Chairman commended the office staff for their efforts.

Proposed: Cllr D J Cawley
Seconded: Cllr R W I Cooke

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.

6. AGED DEBTORS REPORT.

A report of the current aged debtors was laid round the table. The Clerk explained that small claims court action had been taken against 2 debts which had been outstanding for the longest time. Cllr Gent would liaise with the Clerk concerning other action that could be taken against debtors.

Proposed: Cllr R E Chilcott
Seconded: Cllr R W I Cooke

Recommended: That all new leases and renewed leases should ask for payment to be made by direct debit.