

**Tiverton Town Council**

Town Hall, St Andrew Street, Tiverton, Devon EX16 6PG

Town Clerk: J.F. Vanderwolfe FILCM Chartered MCIPD

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Draft until approved

**Minutes of the Finance Committee Meeting held in the Council Chamber of the Town Hall on Monday 11<sup>th</sup> March 2024 commencing at 6.15pm**

**Present:** Cllrs N Davey (Chairman), S Beard, T Bridger, D Broom, W Burke, S Bush, A Cuddy, M Farrell, D Garcia-Parejo, B Holdman, T Wheeler, S Griggs and T Wheeler.

**In Attendance:** Town Clerk, Mr J Vanderwolfe

<b>311</b>	<b>Apologies</b> Apologies had been received from Cllr D Wulff (sickness) and L Kennedy (Family) These apologies were accepted
<b>312</b>	<b>Declarations of Interest</b> None at this stage.
<b>313</b>	<b>Items to be Taken in Part B:</b> The town clerk does not recommend any sections of this agenda to be dealt with under Part B restrictions. No items were recommended to be taken in Part B.
<b>314</b>	<b>Minutes:</b> the minutes of the meeting held on the 8 <sup>th</sup> January 2024 were adopted as a true record.
<b>315</b>	<b>Matters arising from the Minutes that are not an agenda item.</b> No matters brought forward.
<b>316</b>	<b>Democratic Period</b> No members of public present.
<b>317</b>	<b>Financial Reports</b>  a) <b>Balance Sheet February 2024:</b> The balance sheet dated 29 <sup>th</sup> February 2024 was adopted. b) <b>Income and Expenditure Report for January and February 2024:</b> The income and expenditure sheets were agreed. There were a number of questions appertaining to Earmarked Reserves. The town clerk would circulate details of repair expenditure appertaining to the Town Hall. <b>Payments made in January and February:</b> Members went through the payments for both months; and agreed them. Cllr N Davey recommended that the remaining budget of £16,653.68 for Town Enhancements currently set aside in Projects code for 2023/24, be moved into the Ear Marked Reserve for Town Enhancements. All agreed to this proposal.
<b>318</b>	<b>Business Risk Assessment (BRA)</b> Cllr N Davey went through the BRA and suggested a number of alterations in relation to the level of risks. These amendments were agreed. Cllr Davey would forward the amended

	document to the town clerk, so he could circulate to full council. The document would then be presented to the next full council meeting.
<b>319</b>	<p><b>Town Leat</b></p> <p>The town clerk advised that in March 2022 the council had agreed to provide the sum of £10,000 towards the setting up of a Charitable Trust. The town clerk explained that there had recently been a meeting of interested parties with the aim of doing something about the present problems with the leat. It had been felt that the best way forward would be to undertake a survey of the inoperative parts of the leat to see what sort of costs would be involved. Cllr S Bush reminded the meeting that the sum agreed in 2022 was on the proviso that the charitable trust is set up, he understood that this had not taken place. Resolved that no funds be paid at this time and that if the charitable trust was set up, that organisation could approach the town council for possible funding.</p>
<b>320</b>	<p><b>Westexe Park Toilet</b></p> <p>Members had been circulated with three quotations for a toilet provision at Westexe Park. Two quotations were for modular type buildings near to the paddling pool, the other would use the existing toilet block, which had remained closed for some years. After a lengthy debate members agreed to pursue the idea of renovating the existing building, however they requested that two more quotations be obtained from local builders for this work. A question was asked regarding what the position would be regarding ownership of the building once restored. The town clerk advised that he felt we should insist that if we restored this building the asset should be handed over to the town council and that an agreed license be put in place. Members agreed to this recommendation.</p>
<b>321</b>	<p><b>Town Hall Valuation</b></p> <p>Members were informed that the insurance company required a re-valuation of the town hall. This was because of the high cost of materials and labour caused by inflation. Cllr Davey recommended that the council went with a company recommended by the insurance company. 3 quotations were obtained, these had been previously circulated to the members. All quotations had been recommended. The members decided to accept the lowest quotation which was from Cardinus at a cost of £1,135 plus vat.</p>
<b>322</b>	<p><b>Next Meeting;</b> To be advised</p>

Signed by Chairman -----

Date -----